

PROCUREMENT NOT SET ASIDE

1. TO		2. FROM <i>(Issuing Office)</i>	
a. OFFICE NAME	b. CORRESP. SYMBOL	a. OFFICE NAME	b. CORRESP. SYMBOL
3. SOLICITATION NUMBER		4a. ESTIMATED VALUE	4b. TYPE OF SOLICITATION
		SET ASIDE ▶ \$	<input type="checkbox"/> SCHEDULE CONTRACT <input type="checkbox"/> REQUIREMENTS CONTRACT <input type="checkbox"/> DEFINITE QUANTITY
		NOT SET ASIDE ▶ \$	

5. COMMODITY/SERVICE		
DESCRIPTION <i>(Include FSC/NSN)</i>		
1.	5.	9.
2.	6.	10.
3.	7.	11.
4.	8.	12.

6. PROCUREMENT HISTORY					
a. NUMBER OF RESPONSES			b. AWARDED TO <i>(Check)</i>		c. NUMBER OF PRIOR SOLICITATION
LARGE BUSINESS		SMALL BUSINESS	MFR	DLR	d. DATE OF PRIOR SOLICITATION

7. ITEMS TO BE PROCURED WILL BE SET ASIDE AS SHOWN BELOW <i>(Insert item number)</i>			
I. TOTAL SB S-A		II. PARTIAL SB S-A	
TWO OR MORE RESPONSIBLE SMALL BUSINESS FIRMS WITH REASONABLE PRICES.		AT LEAST ONE RESPONSIBLE SMALL BUSINESS FIRM WITH SEVERABLE QUANTITY.	
ESTIMATE (\$)		ESTIMATE (\$)	

8. ITEMS NOT SET ASIDE <i>(The following items should not be set aside for the reasons indicated in item 9.)</i>	
A	ESTIMATED (\$)
B	
C	
D	
E	

9. REASON FOR NOT MAKING SET-ASIDE <i>(Check appropriate item)</i>	
A.	INSUFFICIENT KNOWN SOURCES FOR TOTAL SET-ASIDE. NO REASONABLE EXPECTATION THAT OFFERS WILL BE OBTAINED FROM A SUFFICIENT NUMBER OF RESPONSIBLE SB FIRMS AT REASONABLE PRICES.
B.	PARTIAL SMALL BUSINESS SET-ASIDE NOT FEASIBLE. PROCUREMENT NOT SUITABLE FOR DIVISION INTO TWO ECONOMIC PRODUCTION RUNS OR REASONABLE LOTS.
C.	OTHER REASONS <i>(Explain)</i>

SIGNATURE OF CONTRACTING OFFICER	e. DATE	CONCURRENCE BY SUPERVISORY OFFICIAL	DATE
NAME OF CONTRACTING OFFICER		NAME OF SUPERVISORY OFFICIAL	

10. GSA REVIEW		11. SBA REVIEW	
(Check one)	a. NO SBA ACTION FEASIBLE IN THIS CASE.	(Check one)	a. NO SBA ACTION FEASIBLE IN THIS CASE.
	b. PROVIDED ADDITIONAL SOURCES <i>(See reverse)</i>		b. PROVIDED ADDITIONAL SOURCES <i>(See reverse)</i>
c. SIGNATURE OF REVIEWER		c. SIGNATURE OF REVIEWER	
e. DATE		e. DATE	
d. NAME OF REVIEWER		d. NAME OF REVIEWER	