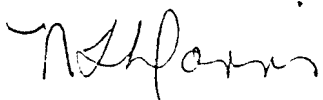


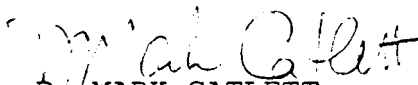
**GENERAL - SALE OF PERSONAL PROPERTY**

1. **REASON FOR ISSUE.** This directive provides policy which allows the heads of Federal agencies or designee determine who will conduct the sale of their agency's personal property.
2. **SUMMARY OF CONTENTS/MAJOR CHANGES.** This directive sets forth the policies and responsibilities for conducting and managing the sale of VA owned personal property.
3. **RESPONSIBLE OFFICE.** Office of the Deputy Assistant Secretary for Acquisition and Materiel Management (90).
4. **RELATED HANDBOOK.** None.
5. **RESCISSIONS.** None

CERTIFIED BY:

BY DIRECTION OF THE SECRETARY  
OF VETERANS AFFAIRS:

  
NADA D. HARRIS  
Deputy Assistant Secretary for  
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Assistant Secretary for  
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**GENERAL - SALE OF PERSONAL PROPERTY**

1. **PURPOSE.** This directive provides Departmentwide policy for conducting sales of VA owned personal property. It implements provisions in the Federal Property Management Regulations (FPMR).

2. **POLICY.** The DAS/OA&MM, as authorized in FPMR, Section 101-45.103-1, has determined that the VA may conduct its own sale of personal property when it is in the best interest of the agency.

a. The Head of the Contracting Activity (HCA) is designated the local "reviewing authority" to determine if the sale of VA property will be made by GSA or VA on a sale by sale basis as specified in the FPMR. The HCA will review and approve each proposed award of sale when the contract value (actual or estimated fair market value) for property other than scrap exceeds the thresholds by method of sale as listed below:

(1) Negotiated sale of surplus property greater than \$15,000 but less than \$30,000.

(2) Negotiated sale at fixed price of surplus or exchange/sale property - greater than \$25,000 but less than \$50,000.

(3) Competitive bid sale - greater than \$100,000 but less than \$200,000.

b. The DAS/OA&MM (90) retains authority to review and approve proposed awards of sale when the contract value (actual or estimated fair market value) for property other than scrap exceeds the thresholds by method of sale as listed below:

(1) Negotiated sale of surplus property - \$30,000 or more.

(2) Negotiated sale at fixed price of surplus or exchange/sale - \$50,000 or more.

(3) Competitive bid - \$200,000 or more,

**3. RESPONSIBILITY**

a. The DAS/OA&MM (90) will:

(1) Develop and administer the certification and training of VA contracting officials in accordance with VAAR, Subpart 801.690, Contracting Officer Certification Program (COCP).

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(2) When applicable, review and approve each proposed award of sale when the contract value (actual or estimated fair market value) for property other than scrap exceeds the dollar thresholds listed above by method of sale.

b. Heads of Contracting Activity will:

(1) Ensure qualified personnel are authorized to conduct the sale of property in accordance with VAAR, Subpart 801.690.

(2) Ensure sales procedures specified in the FPMR are followed.

(3) Ensure sales of personal property are reported as directed in FPMR 101-43.4701 and 101-46.305.

(4) When applicable, forward proposed award of sale documents exceeding the dollar thresholds listed above to the DAS/OA&MM (90) prior to issuance of solicitation for bid.

#### 4. REFERENCES

a. Federal Property Management Regulations

b. VA Acquisition Regulation

c. Federal Acquisition Regulation

#### 5. DEFINITIONS

a. Head of Contracting Activity - An individual who has overall responsibility for managing the procurement program for the activity.

b. Contracting Officer Certification Program (COCP) - Program designated by Department management for the selection, appointment, and termination of appointment of contracting officers and sales officials.