

LMR CONTRACT SUBSCRIBER UNIT TRANSACTION RECORD

INSTRUCTIONS

THIS SECTION TO BE COMPLETED BY GOVERNMENT:

Use this form as an electronic record of all Delivery Order (DO) transactions. When final acceptance is made, electronically record date of acceptance and forward this to the LMR COTRs susan.levin@dhs.gov and robert.m.zanger@usdoj.gov and the contractor. Please attach an electronic copy of delivery order and all delivery order modifications to this record. Thank you very much.

Bureau/Ordering Entity:

Contracting Officer Name:

E-Mail Address and Phone Number:

Contractor:

Delivery Order Number:

Date Delivery Order Signed:

Date(s) Equipment Received at Destination:

(Partial: ___/___/200__)

___/___/200__

(Final: ___/___/200__)

Date(s) Equipment Accepted:

(Partial: ___/___/200__)

___/___/200__

(Final: ___/___/200__)

Name/E-mail Address of Person Making Acceptance:

Contractor Performance:

Timely Delivery:

____ Yes ____ No

Products Conform to Requirements:

____ Yes ____ No

Any Problems Resolved Satisfactorily:

____ Yes ____ No

Comments:

THIS SECTION TO BE COMPLETED BY CONTRACTOR:

When final payment is received, please indicate date payment is received and electronically submit this form to technical originator, Ordering Contracting Officer; IRS Contracting Officer:

patricia.a.gwaltney@irs.gov; COTR:

susan.levin@dhs.gov and COTR:

robert.m.zanger@usdoj.gov.

Thank you very much.

Date Final Payment Received:

Contractor Point of Contact:

Name/E-Mail Address

Comments:

**E-MAIL THIS DOCUMENT TO LMR COTRs and the
CONTRACTOR AFTER ACCEPTANCE**