

<b>CONTRACT PRICING PROPOSAL</b>		<b>Name of Offeror</b>		<b>Solicitation, Contract, Mod. No. _____</b>		<b>Line Item No. _____</b>	Page ____ of ____
<i>See instructions on second page. If space is insufficient, attach continuation sheets and follow same format.</i>							
<b>1. Direct Material - Description</b>		<b>Quantity X</b>	<b>Unit Price</b>	<b>= Est. Cost</b>	<b>Total Est. Cost</b>	<b>Reference</b>	
<b>TOTAL DIRECT MATERIAL FROM ATTACHED CONTINUATION SHEETS</b>							
<b>TOTAL DIRECT MATERIAL</b>							
<b>2. Material Overhead (Rate % X Base =)</b>							
<b>3. Direct Labor (Specify Category)</b>		<b>Est. Hrs X</b>	<b>Rate/Hr =</b>	<b>Est. Cost</b>			
<b>TOTAL DIRECT LABOR FROM ATTACHED CONTINUATION SHEETS</b>							
<b>TOTAL DIRECT LABOR</b>							
<b>4. Labor Overhead (Specify Department or Cost Center)</b>		<b>O.H. Rate</b>	<b>X Base =</b>	<b>Est. Cost</b>			
<b>TOTAL LABOR OVERHEAD</b>							
<b>5. Travel</b>	<b>Destination</b>	<b>No. Trips X</b>	<b>No. Persons</b>	<b>X Fare =</b>			
<b>(If Charged Direct)</b>							
<b>TOTAL DIRECT TRAVEL FROM ATTACHED CONTINUATION SHEETS</b>							
<b>6. Subsistence</b>	<b>Location</b>	<b>Avg. Stay X</b>	<b>No. Persons</b>	<b>X Rate =</b>			
<b>(If Charged Direct)</b>							
<b>TOTAL DIRECT SUBSISTENCE FROM ATTACHED CONTINUATION SHEETS</b>							
<b>7. Other Direct Costs (Itemize)</b>							
<b>TOTAL OTHER DIRECT COSTS FROM ATTACHED CONTINUATION SHEETS</b>							
<b>8. TOTAL DIRECT COSTS AND OVERHEAD</b>							
<b>9. General and Administrative Expense (Rate _____% of Cost Element Nos. _____)</b>							
<b>10. Royalties</b>							
<b>11. TOTAL ESTIMATED COST</b>							
<b>12. Fee or Profit</b>							
<b>13. Facilities Capital Cost of Money</b>							

## INSTRUCTIONS FOR SUBMISSION OF A CONTRACT PRICING PROPOSAL

**NOTE:** There is a clear distinction between submitting cost or pricing data and merely making available books, records, and other documents without identification. The requirement for submission of cost or pricing data is met when all accurate cost or pricing data reasonably available to you have been submitted, either actually or by specific identification, to the Company or an authorized representative. As later information comes into your possession, it should be promptly submitted to the Company. The requirement for submission of cost or pricing data continues up to the time of final agreement on price, or an earlier date agreed upon between the parties if applicable.

**NOTE:** By submitting your proposal, you grant the Company and Government and authorized representative(s) the right to examine records that formed the basis for the pricing proposal. That examination can take place at any time before award. It may include those books, records, documents, and other types of factual information (regardless of form or whether the information is specifically referenced or included in the proposal as the basis for pricing) that will permit an adequate evaluation of the proposed price.

1. This form provides a vehicle for you to submit a pricing proposal of estimated and/or incurred costs by contract line item with supporting information adequately cross-referenced, suitable for detailed accounting system. When more than one contract line item is proposed, summary total amounts covering all line items must be furnished for each cost element. If agreement has been reached with Government representatives on use of forward pricing rates/factors, identify the agreement, include a copy, and describe its nature.
2. As part of the specific information required, you must submit with your proposal, and clearly identify as such, cost or pricing data (that is, data that are verifiable and factual and otherwise as defined at FAR 2.101). In addition, submit with your proposal any information reasonably required to explain your estimating process, including –
  - a. The judgmental factors applied and the mathematical or other methods used in the estimate, including those used in projecting from known data; and
  - b. The nature and amount of any contingencies included in the proposed price.
3. Whenever you have incurred costs for work performed before submission of proposal, those costs must be identified in your cost/price proposal.
4. In submitting your proposal, you must include an index, appropriately referenced, of all the cost or pricing data and information accompanying or identified in the proposal. In addition, any future additions and/or revisions, up to the date of agreement on price, must be annotated on a supplemental index.
5. As soon as practicable after final agreement on price, but before the award resulting from the proposal, you shall, under the conditions stated in FAR 15.406-2, submit a Certificate of Current Cost or Pricing Data.
6. The following information must be provided on the first page of your pricing proposal:
  - a. Solicitation, contract, and/or modification number;
  - b. Name and address of offeror;
  - c. Name and telephone number of point of contact;
  - d. Name of contract administration office (if available);
  - e. Type of contract action (that is, new contract, change order, price revision/re-determination, letter contract, un-priced order, or other);
  - f. Proposed cost; profit or fee; and total;
  - g. Whether you will require the use of Government property in the performance of the contract; and if so, what property;
  - h. Whether your organization is subject to cost accounting standards; whether your organization has submitted a CASB Disclosure Statement, and if it has been determined adequate; whether you have been notified that you are or may be in noncompliance with your Disclosure Statement or CAS (other than a noncompliance that the cognizant Federal agency official has determined to have an immaterial cost impact), and, if yes, an explanation; whether any aspect of this proposal is inconsistent with your organization's disclosed practices or applicable CAS, and, if so, an explanation; and whether the proposal is consistent with your organization's established estimating and accounting principles and procedures and FAR Part 31, Cost Principles, and, if not, an explanation.
  - i. The following statement: This proposal reflects our estimates and/or actual costs as of this date and conforms with the instructions in FAR 15.403-5(b)(1) and Table 15-2. By submitting this proposal, we grant the Company and Government and authorized representative(s) the right to examine, at any time before award, those records, which include books, documents, accounting procedures and practices, and other data, regardless of type and form of whether such supporting information is specifically referenced or included in the proposal as the basis for pricing, that will permit an adequate evaluation of the proposed price.
  - j. Date of submission; and
  - k. Name, title, and signature of authorized representative.

**Cost Elements and Formats for Line Item Summaries** - See instructions in Items II and III, Table 15-2, of FAR 15.408.