

409th CSB Purchase Request Submittal Dates for Fiscal Year 2012

The deadlines for submission of FY 12 purchase requests for all 409th CSB Contracting Offices are shown in the following table. **These dates are based on receipt of a complete and accurate requirements package. This includes the receipt of waivers and approvals i.e. for Army Conferences and Service Contract Approval.** If the package is incomplete or contains inaccuracies, resolution will delay award. The Chief of the Contracting Office will evaluate for acceptance of purchase requests submitted after the cut-off date on a case-by-case basis.

Requirement (Complete and accurate requirement package)	Total Estimated Dollar Amount	Received at RCO
Commercial & Non-Commercial Items*	Over \$1.5 Million	1 June 2012
Construction, Repair and Maintenance	Over \$300,000	15 June 2012
Commercial & Non-Commercial Items*	\$150,000 - \$1.5M	29 June 2012
Construction, Repair and Maintenance	Up to \$300,000	13 July 2012
Delivery or Task Order against Multiple Award Indefinite-Quantity Contract	Over \$150,000	13 July 2012
Multi-Trade (MTCRM) Task Order	Lump Sum Portion	13 July 2012
Commercial & Non-Commercial Items	Up to \$150,000	13 July 2012
Delivery or Task Order against Multiple Award Indefinite-Quantity Contract	Up to \$150,000	17 August 2012
Multi-Trade (MTCRM) Task Order	Time and Materials	31 August 2012
Delivery or Task Order against Single Award Indefinite-Quantity and Requirements Type Contract	All	31 August 2012
Multi-Trade (MTCRM) Task Order	Job Order Portion	31 August 2012
ABG 75 (Host Nation Construction)	All	RM Closing Date

* Refer to FAR Part 25 to determine applicability of WTO GPA

These dates incorporate the time needed to put a contract in place, i.e. prepare the solicitation, solicit, evaluate proposals, prepare award, and award. Delivery or ramp-up for providing services is not included. Services are required to begin before the end of the obligation period.

Add 30 calendar days for any purchase that will use trade-off source selection procedures (other than low price and past performance).

Timelines for exercising options on current contracts are contract specific and require close coordination with the issuing contracting office. We recommend a minimum of 3 months prior to the expiration of the current period of performance.

Requirements submitted subject to the availability of funds will not take priority over funded requirements. We accept SAF actions with the understanding that funding will be provided, if not in the current FY, then as soon as possible in the next FY.