

PHASE I: CONTRACT FORMATION

Activity 13: Interagency Acquisitions

Determine if the use of an interagency acquisition represents the best procurement approach.

If yes,

If no,

Determine the appropriate interagency acquisition method to use for the requirement.

Acquire the goods or services through other acquisition methods.

Assisted Acquisitions

Direct Acquisitions

As the requesting agency, determine whether or not the assisted acquisition is subject to the policies and procedures in FAR Subpart 17.5—Interagency Acquisitions.

If no,

If yes,

Acquire the goods or services through other acquisition methods.

As the requesting agency, determine if the assisted acquisition is subject to the Economy Act.

If no,

If yes,

As the requesting agency, prepare a determination and findings (D&F) that supports the assisted acquisition method as the best procurement approach.

As the requesting agency, prepare a determination and findings (D&F) that states the assisted acquisition is in the best interest of the Government.

As the requesting agency, obtain concurrence for the D&F from the responsible requesting agency contracting office in accordance with internal agency procedures.

As the requesting agency, obtain approval of the D&F from the authorized requesting agency official.

As the servicing agency, determine if law or regulation requires a justification and approval (J&A) or any other D&F.

As the requesting agency, furnish a copy of the approved D&F to the servicing agency.

If yes,

If no,

As the servicing agency, execute the J&A or additional D&F. As the requesting agency, furnish the servicing agency with any information needed to make the J&A or additional D&F.

As the requesting and servicing agencies, determine how payment for the goods and services will be handled.

As the requesting and servicing agencies, develop the interagency agreement (IA) for the assisted acquisition.

As the requesting and servicing agencies, obtain concurrence on the IA.

As the requesting and servicing agencies, execute the IA.

As the requesting and servicing agencies, agree to procedures for the resolution of disagreements that may arise.

As the requesting agency, place the order on any form or document that is acceptable to both agencies.

As the requesting and servicing agencies, determine that prices to be paid for contracted goods or services are fair and reasonable.

As the requesting agency, provide necessary resources for technical evaluation of proposals or quotes.

As the requesting agency, determine whether or not the direct acquisition is subject to the policies and procedures in FAR Subpart 17.5—Interagency Acquisitions.

If no,

If yes,

Acquire the goods or services through other acquisition methods.

As the requesting agency, determine if the direct acquisition is subject to the Economy Act.

If no,

If yes,

Prepare a D&F that supports the use of another agency's contract vehicle as the best procurement approach.

As the requesting agency, prepare a determination and findings (D&F) that states the direct acquisition is in the best interest of the Government.

As the requesting agency, obtain concurrence from the requesting agency's responsible contracting office

As the requesting agency, obtain approval of the D&F from the authorized requesting agency official.

As the requesting agency, furnish a copy of the approved D&F to the servicing agency.

As the requesting and servicing agencies, determine how payment for the goods and services will be handled.

Place the order on any form or document that is acceptable to both agencies.