

Purchase Order over \$25K



ICAR	SF 281	View	Report	Archived Report	User Profile
New	Change	Unfinished			

New Contract Information

Contract Number HHSN260200712345P	Order Number 0000000000000000	Mod Number 0000
1A. Procurement Instrument Identifier (PIID) HHSN260200712345P	1B. Modification Number 0000	
1C. Referenced PIID 0000000000000000	1D. Transaction Number <input type="text" value="0"/>	
1E. Solicitation Identifier <input type="text"/>		
1F. Agency Identifier <input type="text"/>		
1G. Referenced IDV Modification Number <input type="text"/>		
1H. Referenced IDV Agency Identifier <input type="text"/>		
2A. Date Signed (YYYYMMDD) <input type="text"/>	2B. Effective Date (YYYYMMDD) * <input type="text"/>	
2C. Current Completion Date (YYYYMMDD) <input type="text"/>	2D. Ultimate Completion Date (YYYYMMDD) <input type="text"/>	
2E. Indefinite Delivery Vehicle Last Date To Order (YYYYMMDD) <input type="text"/>		
3A. Ultimate Contract Value \$ <input type="text" value="0"/>	Total Ultimate Contract Value \$ <input type="text" value="0"/>	
3B. Current Contract Value \$ <input type="text" value="0"/>	Total Current Contract Value \$ <input type="text" value="0"/>	
3C. Dollars Obligated \$ <input type="text"/>	Total Dollars Obligated \$ <input type="text" value="0"/>	
4A. Contracting Agency Code * <input type="text" value="DHRN"/>		
4B. Contracting Office Code * <input type="text" value="00260 PHA NIH-DRC, OCGNIH, Bethesda MD"/>		
4C. Program/Funding Agency - Code <input type="text"/>		
4D. Program/Funding Office - Code <input type="text"/>		
4E. Reason for Purchase <input type="text"/>	4F. Contract Full/Partially Funded by Foreign Government or International Organization <input type="text"/>	
5A. Web Site URL <input type="text"/>		
5B. Who Can Use <input type="text"/>		
5C. Maximum Order Limit \$ <input type="text" value="0"/>	5D. Fee for Use of Service <input type="text"/>	
5E. Fixed Fee Value <input type="text" value="0"/>	5F. Fee Range Lower Value <input type="text" value="0"/>	
5G. Fee Range Upper Value <input type="text" value="0"/>		
5H. Ordering <input type="text"/>		

Procedure _____

5J. Fee Paid for Use of IDV \$ 0

6A. Type of Contract _____ 6B. Letter Contract _____

6C. Multiyear Contract _____

6D. Type of IDC _____

6E. Multiple or Single Award IDC _____ 6F. Performance Based Service Acquisition _____

6G. Major Program _____

6L. Cost Accounting Standards Clause _____

6M. Description of Requirement _____

6N. Purchase Card as Payment Method _____ 6P. Program Acronym _____

6Q. Number Of Actions 0 6R. National Interest Action _____

7A. Clinger-Cohen Act Planning Compliance _____ 7B. Walsh-Healey Act _____

7C. Service Contract Act _____ 7D. Davis-Bacon Act _____

7E. Economy Act _____

7F. Other Statutory Authority _____

8A. Product or Service Code > _____ 8F. DoD Claimant Program Code _____

8G. NAICS > _____

8H. Information Technology Commercial Item Category _____

8J. GFE/GFP _____

8K. EPA-Designated Product(s) _____

8L. Recovered Material Clauses _____

8N. Contract Bundling _____

8P. Consolidated Contract _____

9A. DUNS Number > _____

9B. Contractor Name From Contract > _____

9C. Principal Place of Performance State _____ City _____ Country _____

9E. Country of Origin _____

9F. Congressional District - Contractor _____ 9G. Congressional District - Place of Performance _____

9H. Place of Manufacture _____

9J. CCR Exception _____

9K. Zip Code - Place of Performance _____ ZIP+4(ddddd-dddd) [USPS ZIP Code Lookup](#)

10A. Extent Completed _____

10C. Reason Not Completed _____

10D. Number of Offers Received 0 10E. Pre-Award Synopsis Requirement _____

10F. Synopsis Waiver Exception _____ 10G. Alternative Advertising _____

10H. Commercial Item Acquisition Procedures _____ 10J. Commercial Item Test Program _____

10K. Small Business Competitiveness Demonstration Program _____ 10L. A-76 (Fair Act) Action _____

10M. Solicitation Procedures

10N. Type Set Aside

10P. Evaluated Preference

10Q. Research

10R. Statutory Exceptions to Fair Opportunity

11A. Contracting Officer's Determination of Business Size

11B. Subcontracting Plan

11C. Price Evaluation Adjustment/Preference Percent Difference

12A. IDV Type 12B. Award Type

12C. Reason for Modification

12D. Record Type *

13F. Organizational Type

13I. Local Government

13K. Federal Government

13M. Emerging Small Business

13O. Historically Underutilized Business Zone (HUBZone) Firm

13Q. Sheltered Workshop (JWOD Provider)

13S. Minority Institution

13U. Woman Owned Business

13W. Service-Related Disabled Veteran Owned Business

13Y. American Indian Owned Business

13AA. Black American Owned Business

13CC. Native American Owned Business

13EE. Nonprofit Organization

13J. State Government

13L. Tribal Government

13N. 8(a) Program Participant

13P. Small Disadvantaged Business

13R. Historically Black College or University

13T. Educational Institution

13V. Veteran Owned Business

13X. Minority Owned Business

13Z. Asian-Pacific American Owned Business

13BB. Hispanic American Owned Business

13DD. Subcontinent Asian (Asian-Indian) American Owned Business

13GG. Vendor Name

13HH. Vendor Doing As Business Name

13JJ. Vendor Address 1

13KK. Vendor Address 2

13LL. Vendor Address 3

13MM. Vendor Address City

13NN. Vendor Address State

13PP. Vendor Zip Code

13QQ. Vendor Country Code

13RR. Vendor Phone Number

13SS. Voice Fax Number

13TT. Vendor Number of Employees

13UU. Vendor Annual Revenue

13VV. Hospital Flag

18R. Email Address

Departmental Data

21A. Contractor Key Personnel (Last Name, First Name)

21B. Contractor Key Personnel Email

22A. Government Project Officer (Last Name, First Name)

22B. Government Project Officer Email

23A. Government Contract Specialist (Last Name, First Name)

23B. Government Contract Specialist Email

24. RFC Receipt Date (YYYYMMDD) 25. Agency Code

26. Project Title Description

27. Contract Status Code

28. Center

29. Indian Self-Determination (638) Contracts

NIH Data

100. Type of Procurement Action

101. Activity Code

102. Administrating IC

103. Former Number 104. ADB Number *

105. Date Action Effective (YYYYMMDD)

106. Fiscal Year of Obligation (YYYY)

107. Dollars Funded to Date

108. Total in Subcontracting Plan Dollars

109. Subcontracting Plan, Small Business Goal Dollars

Cumulative Dollars- Total in Subcontracting Plan

Cumulative Dollars- Subcontracting Plan, Small Business Goal

110. Subcontracting Plan, Disadv. Business Goal Dollars

111. Subcontracting Plan, Woman-Owned Business Goal Dollars

112. Subcontracting Plan, HUBZone Business Goal Dollars

Cumulative Dollars- Subcontracting Plan, Disadv. Business Goal

Cumulative Dollars- Subcontracting Plan, Woman-Owned Business Goal

Cumulative Dollars- Subcontracting Plan, HUBZone Business Goal

113. Subcontracting Plan, Veteran Owned Business Goal Dollars

114. Subcontracting Plan, Disabled Veteran Owned Business Goal Dollars

115. Human Subjects

Cumulative Dollars- Subcontracting Plan, Veteran Owned Business Goal

Cumulative Dollars- Subcontracting Plan, Disabled Veteran Owned Business Goal Dollars

116. Signal - Latest Recorded Contract Action

117. Date - End of Current Funding Period (YYYYMMDD)

118. Agent Code

119. Competitive Service Center

120. SBIR Research Topic Code 121. AIDS Affiliated Dollars

122. AIDS Affiliated Contract

123. Privacy Act Applicable

124. Government Property

125. Children

126. Children Representation

127. Clinical Research - Minority

128. Clinical Research - Gender

129. NIH-Defined Phase III Clinical Trial

130. Exception to Tracking

131. Contracting Officer Name (Last, First)

132. Task Order on Master Agreement

133. RFP/IFB Number

134. Date Contract Administratively Closed (YYYYMMDD)

135. FCRDC or NITAAC Contract

136. Animals in Research

137. Dollars Obligated on Action

138. Program Classification Code

NIH Common Accounting Number (Items 139-142)

No.	CAN	IC	FY Funds	Dollars

Edit

Verify

Save

Save Unfinished Record

Print

Close



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Item #	Item Name	User Instructions
4F	Contract Full/Partially Funded by Foreign Government or International Organization	<p>User will select the appropriate code from drop-down.</p> <p>Yes - Enter Yes when the action is under a foreign military sales arrangement, or under any other arrangement when a foreign country or international organization is bearing the cost of the acquisition.</p> <p>No - Enter No if Yes does not apply.</p> <p>Indicates that a foreign government, international organization, or foreign military organization bears some of the cost of the acquisition.</p> <p>If a foreign government or international organization bears some of the cost of the acquisition (this includes Foreign Military Sales), enter Y. Otherwise enter N.</p>
6C	Multiyear Contract	<p>User will select the appropriate code from drop-down.</p> <p>Yes - Contract is a multiyear contract as defined by FAR 17.103</p> <p>No - Contract is not a multiyear contract as defined by FAR 17.103</p> <p>Enter code Y when the definition for multiyear contract applies. Do not report contracts containing options as multiyear unless the definition above applies to the contract.</p> <p>A multi-year contract means a contract for the purchase of supplies or services for more than 1, but not more than 5, program years. Such contracts are issued under specific congressional authority for specific programs. A multi-year contract may provide that performance under the contract during the second and subsequent years of the contract is</p>

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		<p>contingent upon the appropriation of funds, and (if it does so provide) may provide for a cancellation payment to be made to the contractor if appropriations are not made. The key distinguishing difference between multi-year contracts and multiple year contracts is that multi-year contracts buy more than 1 year's requirement (of a product or service) without establishing and having to exercise an option for each program year after the first.</p>
6F	Performance Based Service Acquisition	<p>User will select the appropriate code from drop-down.</p> <p>Yes - This is a contract for services and 80% or more of the requirement is specified as a performance requirement.</p> <p>No - This is a contract for services and less than 80% of the requirement is specified as a performance requirement.</p> <p>* - Not Applicable</p> <p>Indicates whether the contract is a PBSC as defined by FAR 37.601. A PBSC –</p> <ul style="list-style-type: none"> ○ Describes the requirements in terms of results required rather than the methods of performance of the work; ○ Uses measurable performance standards (i.e., terms of quality, timeliness, quantity, etc.) and quality assurance surveillance plans (see 46.103(a) and 46.401(a)); ○ Specifies procedures for reductions of fee or for reductions to the price of a fixed-price contract when services are not performed or do not meet contract requirements (see 46.407); and ○ Includes performance incentives where appropriate. <p>For FPDS reporting purposes, a minimum of 80% of the anticipated obligations under the procurement action must meet the above requirements.</p>

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6N	Purchase Card Payment Method	Select 'NO' from drop-down. Only select 'YES' if Purchase Card was or will be used to pay the contractor.
7A	Clinger-Cohen Act Planning Compliance	User will select the appropriate code from drop-down. Yes - Report this code if the funding office has certified that the information technology purchase meets the planning requirements in 40 USC 1422 and 1423. No - Report this code if the funding office has not certified that the information technology purchase meets the planning requirements in 40 USC 1422 and 1423. A code indicating the funding office has certified that the information technology purchase meets the planning requirements in 40 USC 1422 and 1423.
7B	Walsh-Healy Act	User will select the appropriate code from drop-down. Yes - Report this code if the transaction is subject to Walsh Healey Act. No - Report this code if the transaction is not subject to Walsh Healey Act
7C	Service Contract Act	User will select the appropriate code from drop-down. Yes - Report this code if the transaction is subject to Service Contract Act. No - Report this code if the transaction is not subject to Service Contract Act.
7D	Davis-Bacon Act	User will select the appropriate code from drop-down. Yes - Report this code if the transaction is subject to Davis Bacon Act. No - Report this code if the transaction is not subject to Davis Bacon Act.

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8J	GFE/GFP	<p>User will select the appropriate code from drop-down.</p> <p>Yes - GFE or GFP is provided pursuant to FAR 45</p> <p>No - GFE or GFP is not provided</p> <p>The contract uses equipment or property furnished by the government, pursuant to FAR 45.</p>
8K	EPA-Designated Product(s)	<p>User will select the appropriate code from drop-down.</p> <p>A - Meets Requirements (EPA-designated product or products were purchased and all contained the required minimum recovered material content).</p> <p>B - Justification – Time (EPA-designated product or products were purchased without the required minimum recovered material content and a justification was completed based on inability to acquire the product(s) competitively within a reasonable time (FAR 23.405(c)(1))).</p> <p>C - Justification – Price (EPA-designated product or products were purchased without the required minimum recovered material content and a justification was completed based on inability to acquire the product(s) at a reasonable price (FAR 23.405(c)(2))).</p> <p>D - Justification – Performance (EPA-designated product or products were purchased without the required minimum recovered material content and a justification was completed based on inability to acquire the product(s) to reasonable performance standards in the specifications (FAR 23.405(c)(3))).</p> <p>E - Not Required (No EPA-designated product(s) were required).</p> <p>The Resource Conservation and Recovery Act (RCRA), Section 6002 and Executive Order 13101 require the purchase of Environmental Protection</p>

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		<p>Agency (EPA) EPA-designated products with a required minimum recovered material content as described in an agency's Affirmative Procurement Program (APP). This list of EPA-designated products is available at http://www.epa.gov/cpg. This requirement applies to all contracts that require EPA-designated products.</p> <p>When purchasing products on the EPA Designated Products List without the required minimum recovered material content, a written justification based on exception codes B, C, or D below is required by FAR 23.405(c). If more than one exception applies or more than one justification was completed, report the predominant exception code or the code for the highest cost EPA-designated item for which a justification was completed.</p>
8L	Recovered Material Clauses	<p>User will select the appropriate code from drop-down.</p> <p>A - FAR 52.223-4 Included</p> <p>The solicitation included the provision at FAR 52.223-4, Recovered Material Certification.</p> <p>B - FAR 52.223-4 and FAR 52.223-9 Included</p> <p>The solicitation included the provision at FAR 52.223-4, Recovered Material Certification, and the contract includes the clause at FAR 52.223-9, Estimate of Percentage of Recovered Material Content for EPA-Designated Products.</p> <p>C - No Clauses Included - Neither clause is included in the contract.</p> <p>Designates whether Recovered Material Certification and/or Estimate of Percentage of Recovered Material Content for EPA-Designated Products clauses were included in the contract.</p> <p>NOTE: When 8K EPA-Designated Product(s) is coded A, B, C, or D, enter one of the following codes. Otherwise, leave Recovered Material Clauses blank</p>

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9C	Principal Place of Performance	<p>Click <input and="" appropriate="" being="" choose="" city="" code="" combination="" from="" is="" list.<="" look-up="" p="" performance.="" state="" the="" to="" type="" value=" > " where="" work=""/> </p>
9E	Country of Origin	<p>User will select the appropriate code from drop-down.</p> <p>NOTE: If the product being procured is a domestic end product, enter US – UNITED STATES.</p>
9H	Place of Manufacture	<p>User will select the appropriate code from drop-down.</p> <p>A - U.S. (The action is for (i) A foreign end product that is manufactured in the United States but still determined to be foreign because 50 percent or more of the cost of its components is not mined, produced, or manufactured inside the United States or inside qualifying countries; or (ii) Services performed in the United States by a foreign concern).</p> <p>B - Foreign (The action is for (i) Any other foreign end product; or (ii) Services performed outside the United States by a foreign concern).</p> <p>C - NA</p>
9K	Zip Code – Place of Performance	<p>When product has substantial foreign components or services are performed by foreign entities, this field indicates whether the contract is still technically a U.S. contract.</p> <p>For U.S. Place of Performance enter in the zip code+4. A link to the USPS website is available if you do not know the four digit extension to the place of performance zip code.</p>
10A	Extent Competed	<p>User will select the appropriate code from drop-down.</p> <p>A Full and Open Competition – If the action resulted from an award pursuant to FAR 6.102(a) - Sealed Bid, FAR 6.102(b) – Competitive Proposal, FAR 6.102(c) - Combination, or Other competitive method that did not exclude sources of any type.</p>

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		<p>Not Available for Competition – The contract is not available for competition.</p> <p>Not Competed - The contract is not competed.</p> <p>Full and Open Competition after exclusion of sources – Some sources are excluded before competition.</p> <p>Follow On to Competed Action – The action is a follow on to an existing competed contract. (FAR 6.302-1)</p> <p>Competed under SAT – The action is competed under the Simplified Acquisition Threshold (for civilian agency use only).</p> <p>Not Competed under SAT – The action is NOT competed under the Simplified Acquisition Threshold (for civilian agency use only).</p> <p>Competitive Delivery Order – Apply to Full and Open Competition pursuant to FAR 6.1 and only apply to Delivery Orders. Report this code if the IDV type is a Federal Schedule. Report this code when the Order delivery/task order award was made pursuant to a process that permitted each contract awardee a fair opportunity to be considered. See FAR 16.505(b)(1). Report this code if the action is for the award of a multiple award schedule or an order against a multiple award schedule pursuant to FAR 6.102(d)(3), and the applicable provisions referenced therein. This option is available only on Delivery Orders.</p> <p>Non-Competitive Delivery Order – Competitive procedures are not used in awarding the delivery order for a reason not included above (when the action was non-competitive). This option is available only on Delivery Orders.</p> <p>User will enter the number of offers.</p>
10D	Number of Offers	

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10E	Pre-Award Synopsis Requirement	<p>User will select the appropriate code from drop-down.</p> <p>Yes - Synopsized in accordance with FAR 5.2</p> <p>No - Not Synopsized</p> <p>A code that indicates whether the synopsis requirements of FAR Subpart 5.2 were followed.</p>
10F	Synopsis Waiver Exception	<p>User will select the appropriate code from drop-down.</p> <p>Yes - Not Synopsized under the SBA/OFPP Waiver Pilot Program The agency is participating in the SBA/OFPP Pilot Program that allows for the waiver of the synopsis requirement in the FAR Subpart 5.2 when agencies acquire services with an anticipated value between \$25,000 and \$100,000 using small businesses set-asides. If the acquisition is subject to the Small Business Competitive Demonstration Test Program, then this code cannot be used.</p> <p>No - Not Applicable</p>
10G	Alternative Advertising	<p>User will select the appropriate code from drop-down.</p> <p>Yes - The contracting officer used methods to advertise the requirement other than the advertising that is required by FAR 5.201.</p> <p>No - The contracting officer did not use methods to advertise the requirement other than the advertising that is required by FAR 5.201.</p> <p>Indicates whether the contracting officer used methods to advertise the requirement other than the advertising that is required by FAR 5.201 (currently, by using FedBizOpps).</p>

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10H	Commercial Item Acquisition Procedures	<p>Enter Y if the contracting officer used methods in addition to or in place of those required by FAR 5.201 to advertise the requirement. Otherwise enter N.</p> <p>User will select the appropriate code from drop-down.</p> <p>Yes Report this code if the procedures in FAR Part 12 were used in conjunction with FAR Part 13, FAR Part 14, or FAR Part 15.</p> <p>No Report this code if Y does not apply.</p> <p>Designates whether the solicitation used the special requirements for the acquisition of commercial items intended to more closely resemble those customarily used in the commercial marketplace as defined by FAR Part 12. Report this code if the contract action is for a commercial item procured pursuant to the procedures in FAR Part 12 (Acquisition of Commercial Items) and clause 52.212-4 was included in the contract.</p>
10M	Solicitation Procedures	<p>Select 'SP1 - Simplified Acquisition' from drop-down.</p> <p>User will select the appropriate code from drop-down.</p>
10N	Type of Set Aside	<p>Report this code when you use any of the following set-asides to award a contract. The drop-down lists the following:</p> <ul style="list-style-type: none"> • 638 Contract – 638 contract • No set aside used – The contract award was not a socio-economic program set-aside. For example: Full and open competition, work performed overseas, and real property leasing. • Small Business Set-Aside – Total - A small business set-aside (excluding Small Business Innovation Research (SBR)) made pursuant to FAR 19.502-2. • 8A Competed – An 8(a) award pursuant to FAR 19.805-2. • Small Business Set-Aside – Partial - A partial small business set aside

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	<p>made pursuant to FAR 19.502-3.</p> <ul style="list-style-type: none"> • HBCU or MI Set-Aside – Total - An award directed to a Historically Black College/University or Minority Institution, see DFARS 226.7003. • HBCU or MI Set-Aside – Partial - Contract awards directed to Historically Black College/University of Minority Institution, see DFARS 235.016. • Very Small Business Set Aside – The acquisition is between \$2,501 and \$50,000 and was awarded to a very small business concern as a result of using set-aside procedures under the very small business pilot program set forth in FAR 19.9. NOTE: Verify if expired. • Emerging Small Business Set-Aside – The action was an emerging small business reserve award (set-aside) within a designated industry group under the Small Business Competitiveness Demonstration Program, see FAR Subpart 19.10. • HUBZone Set-Aside – The award was made to a HUBZone small business concern after being competed among only HUBZone small business concerns, see FAR 19.1305. • Service Disabled Veteran Owned Small Business Set-Aside – Contract awards exceeding the micro purchase threshold set-aside for competition restricted to service-disabled veteran-owned small business concerns, see FAR.19.1405. • Buy Indian – If applicable, this code is authorized for use only by the Department of Interior and the Department of Health and Human Services (Indian Health Service). • HUBZone Sole Source – If the award was made through noncompetitive procedures to a HUBZone small business concern under the authority of FAR 19.1306. • SDVOSB Sole Source – Contract awards exceeding the micro purchase threshold, set-aside for non-competitive award to service-disabled veteran-owned small business concerns, see FAR 19.1406. • 8(a) Sole Source – Actions with the Small Business Administration pursuant to FAR 19.8, or directly with an 8(a) contractor pursuant to a memorandum of understanding between the SBA and the reporting agency, see FAR 19.811.
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		<ul style="list-style-type: none"> • Reserved for Small Business \$2500.01 to 100K – The award exceeds the micro-purchase threshold but does not exceed the simplified acquisition threshold, see FAR 13. • SDB Set-Aside – A small disadvantaged business award made under a competitive 8(a) preference program pursuant to FAR 19.800(d). • Combination HUBZone and 8(a) – The award was a combination HUBZone set-aside and 8(a) award. • SDB, 8(a) with HUBZone – The primary preference program was 8(a) and priority is given to the 8(a) concern that was also a HUBZone small business concern, see FAR 19.800(d).
10P	Evaluated Preference	Select 'NONE - No Preference used' from drop-down
11A	Contracting Officer's Determination of Business Size	<p>User will select the appropriate code from drop-down.</p> <p>This field indicates if the selected contractor meets the small business size standard for award to a small business based on the NAICS code. Select one of the following from the drop down menu:</p> <ul style="list-style-type: none"> • Small Business – The Contracting Officer determines that the awardee is a small business for this procurement. • Other Than Small Business – If awardee is other than small business.
21A	Contractor Key Personnel	Enter the name of the Contractor Key Personnel. If not known enter 'UNKNOWN' .
21B	Contractor Key Personnel Email	Enter the Contractor Key Personnel's Email Address. If not known enter 'UNKNOWN' .
22A	Government Project Officer	Enter the name of the Requester
22B	Government Project Officer Email	Enter the Requester's Email Address. If not known enter 'UNKNOWN' .
23A	Government Contract Specialist	Enter the name of the Purchasing Agent
23B	Government Contract Specialist Email	Enter the Purchasing Agent's Email Address. If not known enter 'UNKNOWN' .
24	RFC Receipt Date (YYYYMMDD)	Enter the Date of the Order.

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100	Type of Procurement Action	Select 'R – BPA Call' from drop-down
101	Activity Code	Select 'N03 – The Office of Procurement Management (OPM)' from drop-down.
102	Administering IC	NOTE: The system may pre-populate this field. User must select the appropriate code from drop-down. This code identifying the NIH organization administering the contract action.
104	ADB Number	
105	Date Action Effective (YYYYMMDD)	Enter the date which the action is effective. Should be the same as Item 2A.
106	Fiscal Year of Obligation (YYYY)	Enter the fiscal year of the obligation.
118	Agent Code	Enter the 2-digit Agent Code.
122	AIDS Affiliated Contract	User will select the appropriate code from drop-down. Yes – Identifies the action is affiliated with AIDS research No – Not affiliated with AIDS research
123	Privacy Act Applicable	User will select the appropriate code from drop-down. Yes – Indicates the action is subject to the Privacy Act (P.L. 93-579) No – Not subject to the Privacy Act (P.O. 93-579)
131	Contracting Officer Name	NOTE: The system may pre-populate this field. User must enter the appropriate Approving Official's name.
133	RFP/IFB Number	Enter 'N/A'.
139	CAN	Enter in the CAN
140	IC	Look-up and select the appropriate Administering IC from drop-down that is associated with the CAN. Same as Item 102.
141	FY Funds	Enter the Fiscal Year (YYYY) of Obligation. Same as Item 106.
142	Dollars	Enter in the amount of the obligation.