

PHASE I: CONTRACT FORMATION

Activity 11: Limiting Competition

Unsolicited Proposals

Simplified Acquisition Procedures

Other Than Simplified Acquisitions

**Simplified Acquisitions Under FAR Subpart 13.5—
Simplified Procedures for Certain Commercial Items**

**Acquisitions Not Exceeding the Simplified Acquisition
Threshold**

Other Than Full and Open Competition

Competition Excluding Particular Sources

Forward unsolicited proposals to the agency point of contact for unsolicited proposals.

As the agency point of contact, determine if the unsolicited proposal merits comprehensive evaluation.

If yes, If no,

As the agency point of contact, request any additional information from the offeror necessary to support a comprehensive evaluation of the unsolicited proposal.

As the agency point of contact, forward the unsolicited proposal to the most likely requiring activity and/or other qualified evaluators.

As the agency point of contact, determine whether to reject the unsolicited proposal.

If no, If yes,

Complete the documentation needed to negotiate an acceptable unsolicited proposal on a sole source basis.

Notify the offer that the Government has rejected its unsolicited proposal.

Justify the need to negotiate or award any contract without full and open competition.

Obtain any required approval of a justification for other than full and open competition.

Publicize the justification.

Determine if a sole source acquisition is appropriate.

Prepare a sole source justification.

Obtain any required approval of the sole source justification.

Make the justification publicly available.

Document the contract file.

Determine if only one source is reasonably available.

Include additional statements explaining the absence of competition.

Document the contract file.

Determine if supplies or services are available only from a single source or only a limited number of sources can satisfy the requirement.

Determine if the acquisition, due to unusual or compelling urgency, warrants precluding full and open competition.

Identify an acquisition situation where restricting competition is necessary to provide for industrial mobilization, establish or maintain an essential engineering, developmental, or research capability, or acquire neutral or expert services.

Identify an acquisition situation where an international agreement restricts competition to a specified source or sources.

Identify an acquisition situation where contracting without full and open competition is authorized or required by statute.

Identify an acquisition situation where restricting competition is necessary because disclosure of the requirement would compromise national security.

Identify an acquisition situation where the public interest will be otherwise served by restricting competition.

Justify the need to negotiate or award any contract without full and open competition.

Obtain any required approval of a justification for other than full and open competition.

Publicize the justification.

Determine if full and open competition after excluding one or more sources is appropriate.

Prepare a D&F when full and open competition after excluding sources is required to establish or sources of supply or establish/maintain an alternative source or sources of supply.