

ATTACHMENT G

**BEST VALUE DETERMINATION GUIDELINES
\$3,000 - \$100,000**

(Schedule Purchases are subject to FAR 8.4, DFARS 208.4, and DFARS PGI Supplement 208.405-70)

- FAR 8.4 required that you make a best value determination before placing Multiple Award Schedule (MAS) orders above the micro-purchase limit (currently \$3,000).
- The Navy Furniture BPAs shall be the primary source for FF&E. Refer to Specification Section E20.
- For orders between \$3,000 and \$100,000, review pricing and obtain quotes from at least three sources and UNICOR. (FAR 8.405-1(c))
- Seek additional price discounts from the contractor offering the best value. (FAR 8.405-1(d))

1. Brief Description of Item, System or Component to be Procured:

2. Did you review the required number of sources under the BPA and/or Federal Supply Schedule? YES NO

3. Identify the Navy Furniture BPA or other Federal Supply Schedule utilized or indicate not applicable.

4. Was UNICOR included in the review? YES NO

5. List the name(s) and contract number(s) of contractor(s) who were considered:

List three or more contractors' names, contract numbers and business size reviewed.

6. Provide copies of all quotes received and reviewed.

7. Identify the contractor recommended as the best value.

8. When you sought additional price reductions, were they received? YES NO

9. Identify price with discounts for the recommended best value contractor.

10. Is installation, site preparation, design or ancillary services included in this project? YES NO If yes, be sure that the installation, site preparation, design or ancillary services are included as separate line items in each quote.

11. Are you selecting the lowest priced item? YES NO If no, indicate in addition to price, those factors listed below, considered in your decision.

- Price
- Special features required in effective program performance:
- Trade-in considerations
- Probable life of the item selected as compared with that of a comparable item: .
- Warranty considerations:
- Maintenance availability
- Past performance
- Environmental and energy efficiency considerations
- Comfort/suitability of the item:
- Delivery terms
- Your administrative costs
- Training needed or provided
- Technical qualifications
- Compatibility with existing furniture / Products / Technology (circle appropriate category)
- Other (specify):

12.

Best Value Determination:

A narrative justification for each box checked above for other than low price selection must be attached. Describe the evaluation factor, how the recommended best value contractor's offer met or exceeded the standard for each factor, and why the offeror represents the best value to the Government compared to the other offerors.

SUBMITTING OFFICIAL (PRIME CONTRACTOR'S INTERIOR DESIGNER)

In accordance with FAR 8.404(b), all agency specific regulations and statutes applicable to this purchase are attached. I have reviewed the findings and documentation attached and I have affirmatively determined them to be complete and accurate.

Name: _____ Title: _____ Date: _____

Telephone: _____ Email: _____

Signature: _____

ATTACHMENT H

**BEST VALUE DETERMINATION GUIDELINES
Greater than \$100,000**

(Schedule Purchases are subject to FAR 8.4, DFARS 208.4, and DFARS PGI Supplement 208.405-70)

- FAR 8.4 required that you make a best value determination before placing Multiple Award Schedule (MAS) orders above the micro-purchase limit (currently \$3,000).
- The Navy Furniture BPAs shall be the primary source for FF&E. Refer to Specification Section E20.
- For orders greater than \$100,000, all BPA holders for the applicable schedule shall be given an opportunity to compete for the requirement. In addition, UNICOR shall also be solicited. (DFARS PGI 208.405-70)
- Seek additional price discounts from the contractor offering the best value. (FAR 8.405-1(d))

1. Brief Description of Item, System or Component to be Procured:

2. Were all BPA holders and/or Federal Supply Schedule holders given the opportunity to propose on the requirement? YES NO

3. Identify the Navy Furniture BPA or other Federal Supply Schedule utilized or indicate not applicable.

4. Was UNICOR included in the review? YES NO

5. Provide evidence of affording all BPA holder and/or Federal Supply Schedule holders the opportunity to compete. Also, provide evidence that UNICOR was solicited.

5. List the name(s) and contract number(s) of contractor(s) who responded to the request for proposal for this requirement:

List contractors' names, contract numbers and business size for those who responded.

6. Provide copies of all quotes received and reviewed.

7. Identify the contractor recommended as the best value.

8. When you sought additional price reductions, were they received? YES NO

9. Identify price with discounts for the recommended best value contractor.

10. Is installation, site preparation, design or ancillary services included in this project? YES NO If yes, be sure that the installation, site preparation, design or ancillary services are included as separate line items in each quote.

11. Are you selecting the lowest priced item? YES NO If no, indicate in addition to price, those factors listed below, considered in your decision.

- Price
- Special features required in effective program performance:
- Trade-in considerations
- Probable life of the item selected as compared with that of a comparable item: .
- Warranty considerations:
- Maintenance availability
- Past performance
- Environmental and energy efficiency considerations
- Comfort/suitability of the item:
- Delivery terms
- Your administrative costs
- Training needed or provided
- Technical qualifications
- Compatibility with existing furniture / Products / Technology (circle appropriate category)
- Other (*specify*):

12.

Best Value Determination:

A narrative justification for each box checked above for other than low price selection must be attached. Describe the evaluation factor, how the recommended best value contractor's offer met or exceeded the standard for each factor, and why the offeror represents the best value to the Government compared to the other offerors.

SUBMITTING OFFICIAL (PRIME CONTRACTOR'S INTERIOR DESIGNER)

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Name: _____ Title: _____ Date: _____

Telephone: _____ Email: _____

Signature: _____