

PRICE REASONABLENESS DETERMINATION
(MEMORANDUM TO CONTRACT FILE)

PO/DO/CONTRACT NUMBER: _____

A. REASON WHY NO OTHER SOURCE IS ACCEPTABLE.

B. PRICE REASONABLENESS BASED ON (*check one or more*):

☐ COMMERCIAL CATALOG/PUBLISHED PRICE LIST

NUMBER _____ DATED _____ PAGE NO. _____

☐ ESTABLISHED MARKET PRICE:

MEANS OF VERIFICATION _____

☐ COMPARISON WITH PRIOR PURCHASE OF SAME OR SIMILAR ITEM/SERVICE:

CONTRACTOR _____

ORDER/CONTRACT NO. _____ DATE PURCHASED _____

QUANTITY _____ UNIT _____ UNIT PRICE _____

BASIS FOR DETERMINING PRIOR PRICE REASONABLE

☐ ADEQUATE COMPETITION: _____

☐ VALUE ANALYSIS BY BUYER/USER/TECHNICAL PERSONNEL: (*Include review of technical data, evaluation of sample, etc.*)
See attached statement.

☐ OTHER: (*Set forth specific reason, e.g. valid purchase request estimate, minimum order quantity, high priority and delivery, special packaging/markings.*)

SIGNATURE OF BUYER/PURCHASING ASSISTANT/CONTRACTING OFFICER

DATE