Procurement Data Standard (PDS) Business Rules

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Business Rules for Procurement Data Documents

Purpose of this Document

The PDS standard format for procurement instruments is an XML Schema Definition (xsd) which can be used to generate an Extensible Markup Language (XML) document. While many of the rules regarding what and when data are required are part of the schema, others must be enforced by validations outside of the schema. This document provides the details about those validations or Business Rules (BR).

Business Rules for Procurement Instrument Documents

General Business Rules

1. Contract writing systems must be able to produce either a PDS XML document or a transaction that can be converted to the PDS format that meets all data and business rule requirements.
2. **The PDS XML document must contain all data and text included in the actual signed procurement instrument, except for form field names used on standard forms.**
3. In the Procurement Data Standard, the term "Clause" refers to both provisions and clauses.

Compliance Business Rules – All Documents

1. Public Standards Compliance

Rule: Certain public standards need to be followed as part of the PDS business rules. These include enumeration lists for currency, country, etc. as published by a different authoritative source. Always provide names or descriptions of the entity and not the code unless directly specified. Details as follows:

a. Currency: Follow the International Organization for Standardization (ISO) 4217 for providing currency details.
http://www.iso.org/iso/support/currency_codes_list-1.htm
b. Country: Follow the International Organization for Standardization (ISO) 3166 for providing country names.
http://www.iso.org/iso/english_country_names_and_code_elements

2. Date, Time and Percentage Formats

Rule: For currencies, dates, times, and percentages, follow the following formats:

a. Currency: Provide the textual name of the currency from ISO 4217 from the International Organization for Standardization (ISO).
b. Date: All dates must be specified as 'CCYY-MM-DD' format unless otherwise specified in the annotation in the schema. 'CCYY' is the 4 digit year (including century), 'MM' is the 2 digit calendar month, and 'DD' is the 2 digit Day of the month. Example: 1988-05-22 indicates the 22nd day of May 1988.
c. Time: Indicate "Time" using a 24 hour clock in 'HH:MI:SS' format. 'HH' is the hour, 'MI' is the minute and 'SS' is the seconds. Example: 21-59-03 indicates 57 seconds before 10 PM.
d. Percentage: For all percentages, include the decimal point. For example, express '4.25%' as '4.25'.

3. Contractor and Issuing Office Addresses

Rule: An address for the contractor and an address for the issuing office are required on every procurement instrument.

Implementation (Header):
Two instances of *…/Procurement Instrument Addresses* must be provided. One with *…/Procurement Instrument Addresses/ Address Description* = "Contractor" and one with *…/Procurement Instrument Addresses/ Address Description* = "Contract Issuing Office".

```
….
<ProcurementInstrumentAddresses>
        <AddressDescription >Contractor</AddressDescription>
        …
</ProcurementInstrumentAddresses>
<ProcurementInstrumentAddresses>
        <AddressDescription >Contract Issuing Office</AddressDescription>
        …
</ProcurementInstrumentAddresses>
….
```

4. Contract Administrative Office and Issuing Office Addresses

Rule: A DoDAAC is required for the contract administration and issuing office addresses.

Implementation (Header):
When *…/Procurement Instrument Addresses/ Address Description* = "Contract Administrative Office" or "Contract Issuing Office", *…/Procurement Instrument Addresses/ Address/ Organization ID/ DoDAAC* must be provided.

```
….
<ProcurementInstrumentAddresses>
        <AddressDescription >Contract Administrative Office</AddressDescription>
        <Address>
                <OrganziationID>
                        <DoDAAC>N20003</DoDAAC>
                </OrganizationID>
        …
        <Address>
        …
</ProcurementInstrumentAddresses>
```

5. Remit To Address

Rule: A nine or thirteen digit DUNS number is required for a remittance address. Both may be provided.

Implementation (Header):
When …*/Procurement Instrument Addresses/ Address Description* = "Remit To", one or both of …*/Procurement Instrument Addresses/ Address/ Organization ID/ Duns Number* or …*/Procurement Instrument Addresses/ Address/ Organization ID/ Duns4 Number* must be provided.

```
….
<ProcurementInstrumentAddresses>
        <AddressDescription >Remit To</AddressDescription>
        <Address>
                <OrganziationID>
                        <DunsNumber>212345678</DunsNumber>
                </OrganizationID>
        …
        <Address>
        …
</ProcurementInstrumentAddresses>
```

6. Order Number

Rule: If an order number is longer than 4 characters, it must be provided as a Procurement Instrument Number.

Implementation (Header): When the order number is longer than 4 characters, the *Procurement Instrument Header/Procurement Instrument Identifier/Procurement Instrument Number/ section must be used to provide the order number.*

Order Number:

```
…
<ProcurementInstrumentIdentifier>
        <ProcurementInstrumentOrigin>Department of Defense</ProcurementInstrumentOrigin>
        <ProcurementInstrumentVehicle>Delivery Order</ProcurementInstrumentVehicle>
        <ProcurementInstrumentNumber>
                <EnterpriseIdentifier>N00019</EnterpriseIdentifier>
                <Year>10</Year>
                <ProcurementInstrumentTypeCode>F</ProcurementInstrumentTypeCode>
                <SerializedIdentifier>1004</SerializedIdentifier>
        </ProcurementInstrumentNumber>
        <ProcurementInstrumentDescription>Represented Contract</ProcurementInstrumentDescripton>
</ProcurementInstrumentIdentifier>
…
```

7. Ordering Instruments

Rule: If the represented contract is a call order, task order, or delivery order, then at least one of the following ordering instruments must be provided except when the order number is denoted by four characters:

- Agreements including Basic and Loan
- Bailment
- Basic Ordering Agreement
- Blanket Purchase Agreement Under Federal Supply Schedule
- Blanket Purchase Agreement
- Facilities Contract
- Indefinite Delivery Definite Quantity
- Indefinite Delivery Indefinite Quantity
- Requirements
- Schedule

Implementation (Header): When *Procurement Instrument Header/Procurement Instrument Identifier/Procurement Instrument Description* = "Represented Contract"; *Procurement Instrument Header/Procurement Instrument Identifier/Procurement Instrument Vehicle* = "Call Order", "Task Order", or "Delivery Order"; and *Procurement Instrument Header/Procurement Instrument Identifier/Procurement Instrument Number/ Order Number is not populated,* one or more instances of the … */Procurement Instrument Identifier* section must be provided where *…/Procurement Instrument Identifier/Procurement Instrument Description* = "Ordering Instrument" and *…/Procurement Instrument Identifier/Procurement Instrument Vehicle* = "[value from list above]"

```
…
<ProcurementInstrumentIdentifier>
        <ProcurementInstrumentOrigin>Department of Defense</ProcurementInstrumentOrigin>
        <ProcurementInstrumentVehicle>Delivery Order</ProcurementInstrumentVehicle>
        <ProcurementInstrumentNumber>
                <EnterpriseIdentifier>N00019</EnterpriseIdentifier>
                <Year>10</Year>
                <ProcurementInstrumentTypeCode>F</ProcurementInstrumentTypeCode>
                <SerializedIdentifier>1004</SerializedIdentifier>
        </ProcurementInstrumentNumber>
        <ProcurementInstrumentDescription>Represented Contract</ProcurementInstrumentDescripton>
</ProcurementInstrumentIdentifier>
<ProcurementInstrumentIdentifier>
        <ProcurementInstrumentOrigin>Department of Defense</ProcurementInstrumentOrigin>
        <ProcurementInstrumentVehicle>BasicOrderingAgreement</ProcurementInstrumentVehicle>
        <ProcurementInstrumentNumber>
                <EnterpriseIdentifier>N00421</EnterpriseIdentifier>
                <Year>08</Year>
                <ProcurementInstrumentTypeCode>G</ProcurementInstrumentTypeCode>
                <SerializedIdentifier>0050</SerializedIdentifier>
        </ProcurementInstrumentNumber>
        <ProcurementInstrumentDescription>Ordering Instrument</ProcurementInstrumentDescripton>
</ProcurementInstrumentIdentifier>
…
```

8. Modification Identifiers

Rule: A referenced procurement instrument number shall not include a modification identifier when the description contains one of the following:

- Contract being Modified – Award
- Ordering Instrument
- Prior Contract to a Continuation Contract
- Prior Contract to a Follow-on Contract
- Small Business Administration Contract
- Solicitation Number

Implementation (Header): If …/ *Award Instrument/ Procurement Instrument Header/ Procurement Instrument Identifier/ Procurement Instrument Description* = "(Value from list above)" then neither *…/Order Modification Identifier* nor *…/Procurement Instrument Modification Identifier* may be provided in the corresponding *…/Procurement Instrument Number*.

```
…
<ProcurementInstrumentIdentifier>
        <ProcurementInstrumentOrigin>Department of Defense</ProcurementInstrumentOrigin>
        <ProcurementInstrumentVehicle>Purchase Order</ProcurementInstrumentVehicle>
        <ProcurementInstrumentNumber>
                <EnterpriseIdentifier>N00019</EnterpriseIdentifier>
                <Year>10</Year>
                <ProcurementInstrumentTypeCode>D</ProcurementInstrumentTypeCode>
                <SerializedIdentifier>1004</SerializedIdentifier>
        </ProcurementInstrumentNumber>
        <ProcurementInstrumentDescription>Prior Contract to a Follow-on Contract</ProcurementInstrumentDescripton>
</ProcurementInstrumentIdentifier>
…
```

9. Contract Performance Dates

Rule: If a period of performance, an ordering period, a lease, or a funding period is not expressed as a start and end data; then either a delivery date or a delivery lead time must be provided.

Implementation (Header): When no data is provided for *Procurement Instrument Header/Procurement Instrument Dates/Procurement Instrument Periods*, then at least one occurrence of either *Procurement Instrument Header/ Delivery Details/ Delivery Dates* or *Procurement Instrument Header/ Delivery Details/Delivery Lead Time* must be present.

Delivery Date:

```
…
<ProcurementInstrumentDates>
        <ProcurementInstrumentEffectiveDate>2005-08-13</ProcurementInstrumentEffectiveDate>
        <ContractingOfficer>
                …
        </ContractingOfficer>
</ProcurementInstrumentDates>
<DeliveryDetails>
        <DeliveryDates>
                <DeliveryDescription>Delivery Before</DeliveryDescription>
                <DeliveryDate>
                        <DateElement>2006-02-15</DateElement>
                </DeliveryDate>
        </DeliveryDates>
</DeliveryDetails>
…
```

Delivery Lead Time:

```
…
<ProcurementInstrumentDates>
        <ProcurementInstrumentEffectiveDate>2005-08-13</ProcurementInstrumentEffectiveDate>
        <ContractingOfficer>
                …
        </ContractingOfficer>
</ProcurementInstrumentDates>
<DeliveryDetails>
        <DeliveryLeadTime>
                <LeadTimeDescription>From date of award receipt to delivery</LeadTimeDescription>
                <DeliveryLeadTime>
                        <DurationUnit>Month</DurationUnit>
                        <DurationValue>12</DurationValue>
                </DeliveryLeadTime>
        </DeliveryLeadTime>
</DeliveryDetails>
…
```

10. Lead Time Events

Rule: If a delivery is scheduled based on date an event occurred, the event must be provided.

Implementation (Header): If …*Delivery Details/Deliver Lead Time/Lead Time Description* has one of the listed values, then …*Delivery Details/Deliver Lead Time/Lead Time Event* must be present.

Implementation (Line Item): If …*Item Schedule/Item Delivery Lead Time/Lead Time Description* has one of the listed values, then … *Item Schedule/Item Delivery Lead Time/Lead Time Event* must be present.

Implementation (CDRL): If …*CDRL Dates/CDRL Lead Time/Lead Time Description* has one of the listed values, then … *CDRL Dates/CDRL Lead Time/Lead Time Event* must be present.

Lead Time Description Values:

- From date of lead time event to date of latest delivery
- From date of lead time event to delivery
- From date of lead time event to shipment

Header:

```
…
<DeliveryDetails>
        <DeliveryLeadTime>
                <LeadTimeDescription>From date of lead time event to latest delivery</LeadTimeDescriptoin>
                <DeliveryLeadTime>
                        …
                </DeliveryLeadTime>
                <LeadTimeEvent>Acceptance testing passed and signed</LeadTimeEvent>
        </DeliveryLeadTime>
</DeliverDetails>
…
```

Line Item:

```
…
<ItemSchedule>
        <ItemDeliveryLeadTime>
                <LeadTimeDescription>From date of lead time event to delivery</LeadTimeDescriptoin>
                <DeliveryLeadTime>
                        …
                </DeliveryLeadTime>
                <LeadTimeEvent>Shiping container received</LeadTimeEvent>
        </ItemDeliveryLeadTime>
</ItemSchedule>
…
```

CDRL:

```
…
<CDRLDates>
        <CDRLLeadTime>
                <LeadTimeDescription>From date of lead time event to shipment</LeadTimeDescriptoin>
                <DeliveryLeadTime>
                        …
                </DeliveryLeadTime>
                <LeadTimeEvent> Written request received </LeadTimeEvent>
        </CDRLLeadTime>
</CDRLDates>
…
```

11. Acceptance/Inspection Entities

Rule: When an address is provided for an accepting or inspecting entity, then information on the action (acceptance, inspection, both) to be taken and the location (source, destination, other) must be provided. If the address is not for an accepting or inspecting entity, do not provide information on the action and location. An accepting entity must be provided.

Implementation (Header & Line Item):
When …/*Address Description* is "Acceptance Location", "Authorized Accepting Official", "Inspection Location", "Inspection and Acceptance Location", or "Outside Inspection Agency" then the …*/Acceptance Inspection/* section must be provided.

Acceptance Location Address (at Header):

```
<ProcurementInstrumentHeader>
        …
        <ProcurementInstrumentAddresses>
                <AddressDescription>Acceptance Location</AddressDescription>
                <Address>
                        …
                </Address>
                <AcceptanceInspection>
                        <Action>Acceptance</Action>
                        <Location>Destination</Location>
                </AcceptanceInspection>
        </ProcurementInstrumentAddresses>
        …
</ProcurementInstrumentHeader>
```

Other than Acceptance/ Inspection Address (at Line Item):

```
<ContractLineItems>
        …
        <Addresses>
                <AddressDescription>Mark for Party</AddressDescription>
                <Address>
                        …
                </Address>
        </Addresses>
        …
</ContractLineItems>
```

12. Contact via File Transfer Protocol

Rule: When the method for communicating with a contact is "FTP", a URL must be provided. Contacts may be associated with an address or with a signature.

Implementation (Header & Line Item): When *Contact/Contact Method/Method Description* is "File Transfer Protocol (FTP)", then *Contact/Contact Method/Method Value* must be a URL.

```
…
<Contact>
        <Name>Shawn Brown</Name>
        <ContactMethod>
                <MethodDescription>File Transfer Protocol (FTP)</MethodDescription>
                <MethodValue>ftp://brown:soagovernance1@ftp.systinet.com/s2/sysse252.iso</MethodValue>
        </ContactMethod>
</Contact>
…
```

13. Ordering Limits for Indefinite Delivery/Indefinite Quantity (IDIQ) Contracts

Rule: When the procurement instrument is an Indefinite Delivery/Indefinite Quantity (IDIQ) Contract, both a minimum and a maximum ordering limit must be provided.

Implementation (Header): When *Procurement Instrument Header/Procurement Instrument Identifier/Procurement Instrument Description* = "Represented Contract" and *Procurement Instrument Header/Procurement Instrument Identifier/Procurement Instrument Vehicle* value = "Indefinite Delivery/Indefinite Quantity" then *Procurement Instrument Header/Basic Information/ Ordering Information/Limits* should have at least one entry with *Limits Description* as "Order Limit" and both *Minimum* and *Maximum* ordering limit values must be provided.

```
<ProcurementInstrumentHeader>
    <ProcurementInstrumentIdentifier>
            </ProcurementInstrumentOrigin>DoD</ProcurementInstrumentOrigin>
            <ProcurementInstrumentVehicle>Indefinite Delivery Indefinite Quantity</ProcurementInstrumentVehicle>
            <ProcurementInstrumentNumber>
                    …
            </ProcurementInstrumentNumber>
            <ProcurementInstrumentDescripton>Represented Contract</ProcurementInstrumentDescription>
    </ProcurementInstrumentIdentifier>
    <BasicInformation>
            <DocumentPurpose>Original</DocumentPurpose>
            <PricingArrangement>
                    …
            </PricingArrangement>
            <OrderingInformation>
                    <Limits>
                            <LimitDescription>Order Limit</LimitDescription>
                            <Minimum>10</Minimum>
                            <Maximum>100</Maximum>
                            <UnitOfMeasure>Each</UnitOfMeasure>
                    </Limits>
            </OrderingInformation>
    </BasicInformation>
    …
```

14. Requirements Contracts – Ordering Quantity

Rule: If the document is a requirements contract, then the estimated total quantity to be ordered must be provided. The actual quantity ordered may be higher or lower.

Implementation (Header): When *Procurement Instrument Header/Procurement Instrument Identifier/Procurement Instrument Description* = "Represented Contract" and *Procurement Instrument Header/Procurement Instrument Identifier/Procurement Instrument Vehicle* value = "Requirements" then *Procurement Instrument Header/Basic Information/ Ordering Information/Estimated Quantity* data must be provided.

```
<ProcurementInstrumentHeader>
        <ProcurementInstrumentIdentifier>
                <ProcurementInstrumentOrigin>DoD</ProcurementInstrumentOrigin>
                <ProcurementInstrumentVehicle>Requirements</ProcurementInstrumentVehicle>
                <ProcurementInstrumentNumber>
                        …
                </ProcurementInstrumentNumber>
                <ProcurementInstrumnetDescription>RepresentedContract</ProcurementInstrumentDescription>
        </ProcurementInstrumentIdentifier>
        <BasicInformation>
                …
                <OrderingInformation>
                        <EstimatedQuantity>
                                <QuantityValue>100</QuantityValue>
                                <UnitOfMeasure>Each per Month</UnitOfMeasure>
                        </EstimatedQuantity>
                </OrderingInformation>
                …
        </BasicInformation>
        …
</ProcurementInstrumentHeader>
…
```

15. Requirements Contracts - Acquiring Work

Rule: If the procurement instrument is used to acquire work (e.g. repair, mod, or overhaul) on existing items of Government property, a Government Property Clause, FAR 52.245-1 or FAR 52.245-2, must be included.

Implementation (Header): When *Procurement Instrument Header/Basic Information/Category* is either "Modification or Alteration", "Overhaul", or "Repair" then at least one instance of *Procurement Instrument Header/Clause Information* must be provided with *Procurement Instrument Header/Clause Information/ Clause Details/ Regulation Or Supplement* value as "FAR" and *Clause Number* as either "52.245-1" or "52.245-2".

```
<ProcurementInstrumentHeader>
        ...
        <BasicInformation>
                …
                < Category>Overhaul</Category>
                …
        </BasicInformation>
        <ClauseInformation>
                <RegulationURL>farsite.hill.af.mil</RegulationURL>
                <ClauseDetails>
                        <RegulationOrSupplement>FAR</RegulationOrSupplement>
                        <ClauseNumber>52.245-1</ClauseNumber>
                        <ClauseTitle>Government Property</ClauseTitle>
                        <ClauseEffectiveDate>2007-06</ClauseEffectiveDate>
                </ClauseDetails>
        </ ClauseInformation>
        …
</ProcurementInstrumentHeader>
…
```

16. Cost Plus Incentive Fee – Clause Requirement

Rule: If the procurement instrument or line item has a cost plus incentive fee pricing arrangement, then FAR clause 52.216-10, Incentive Fee, must be provided.

Implementation (Header & Line Item):

a. When the *Procurement Instrument Header/ Basic Information/ Pricing Arrangement/ Pricing Arrangement Base* value is "Cost Plus Incentive Fee (Cost Based)", then an instance of *…/ Clause Information/ Clause Details* must be provided with the *…/ Regulation Or Supplement* value "FAR" and *…/ Clause Number* value "52.216-10".
b. When the *Contract Line Items/ Line Items/ Line Item Basic Information/ Pricing Arrangement/ Pricing Arrangement Base* value is "Cost Plus Incentive Fee (Cost Based)", then an instance of *Contract Line Items/ Line Items/ Line Item Clauses/* must be provided with the *…/ Regulation Or Supplement* value "FAR" and *…/ Clause Number* value "52.216-10".

At Header:

```
…
<BasicInformation>
        …
        <PricingArrangement>
                <PricingArrangementBase>Cost Plus Incentive Fee (Cost Based)</PricingArrangementBase>
        </PricingArrangement>
</BasicInformation>
…
<ClauseInformation
        <RegulationURL>http://farsite.hill.af.mil/</RegulationURL>
        <ClauseDetails>
                <RegulationOrSupplement>FAR</RegulationOrSupplement>
                <ClauseNumber>52.216-10</ClauseNumber>
                <ClauseTitle>Incentive Fee</ClauseTitle>
                <ClauseEffectiveDate>1997-03</ClauseEffectiveDate>
        </ClauseDetails>
        …
</ClauseInformation>
…
```

At Line Item:

```
<ContractLineItems>
        <LineItems>
                …
                <LineItemBasicInformation>
                        …
                        <PricingArrangement>
                                <PricingArrangementBase> Cost Plus Incentive Fee (Cost Based )</PricingArrangementBase>
                        </PricingArrangement>
                        …
                </LineItemBasicInformation>
                …
                <LineItemClauses>
                        <RegulationOrSupplement>FAR</RegulationOrSupplement>
                                        <ClauseNumber>52.216-10</ClauseNumber>
                                        <ClauseTitle>Incentive Fee</ClauseTitle>
                        <ClauseEffectiveDate>1997-03</ClauseEffectiveDate>
                </LineItemClauses>
                …
        </LineItems>
</ContractLineItems>
```

17. Fixed Price Incentive – Clause Requirement

Rule: If the procurement instrument or line item has a fixed price incentive pricing arrangement, then FAR clause 52.216-16, Incentive Price Revision – Firm Target, must be provided.

Implementation (Header & Line Item):

c. When the *Procurement Instrument Header/ Basic Information/ Pricing Arrangement/ Pricing Arrangement Base* value is "Fixed Price Incentive (Cost Based)" or "Fixed Price Incentive (Successive Targets)", then an instance of *…/ Clause Information/ Clause Details* must be provided with the *…/ Regulation Or Supplement* value "FAR" and *…/ Clause Number* value "52.216-16".

d. When the *Contract Line Items/ Line Items/ Line Item Basic Information/ Pricing Arrangement/ Pricing Arrangement Base* value is "Fixed Price Incentive (Cost Based)" or "Fixed Price Incentive (Successive Targets)", then an instance of *Contract Line Items/ Line Items/ Line Item Clauses/* must be provided with the *…/ Regulation Or Supplement* value "FAR" and *…/ Clause Number* value "52.216-16".

At Header:

```
…
<BasicInformation>
        …
        <PricingArrangement>
                <PricingArrangementBase>Fixed Price Incentive (Cost Based)</PricingArrangementBase>
        </PricingArrangement>
</BasicInformation>
…
<ClauseInformation
        <RegulationURL>http://farsite.hill.af.mil/</RegulationURL>
        <ClauseDetails>
                <RegulationOrSupplement>FAR</RegulationOrSupplement>
                <ClauseNumber>52.216-16</ClauseNumber>
                <ClauseTitle>Incentive Price Revision – Firm Target</ClauseTitle>
                <ClauseEffectiveDate>1997-10</ClauseEffectiveDate>
        </ClauseDetails>
        …
</ClauseInformation>
…
```

At Line Item:

```
<ContractLineItems>
        <LineItems>
                …
                <LineItemBasicInformation>
                        …
                        <PricingArrangement>
                                <PricingArrangementBase> Fixed Price Incentive (Successive Targets)</PricingArrangementBase>
                        </PricingArrangement>
                        …
                </LineItemBasicInformation>
                …
                <LineItemClauses>
                        <RegulationOrSupplement>FAR</RegulationOrSupplement>
                                        <ClauseNumber>52.216-16</ClauseNumber>
                                        <ClauseTitle> Incentive Price Revision – Firm Target </ClauseTitle>
                        <ClauseEffectiveDate>1997-10</ClauseEffectiveDate>
                </LineItemClauses>
                …
        </LineItems>
</ContractLineItems>
```

18. Multi-Year Contract - Cancellation Ceiling

Rule: A cancellation ceiling amount shall be provided when the procurement instrument is a multi-year contract (FAR clause 52.217-2).

Implementation (Header): Provide "Cancellation Ceiling" in *…/..Other Amounts/Amount Description*, "FAR" in *…Clause Details/ Regulation Or Supplement*, and "52.217-2" in *…Clause Details/ Clause Number*.

```
…
<ClauseDetails>
        <RegulationOrSupplement>FAR</RegulationOrSupplement>
        <ClauseNumber>52.217-2</ClauseNumber>
        <ClauseTitle>Cancellation Under Multi-Year Contracts</ClauseTitle>
        <ClauseEffectiveDate>1997-10</ClauseEffectiveDate>
        …
…
<OtherAmounts>
        <AmountDescription>Cancellation Ceiling</AmountDescription>
…
```

19. Recurring Payments

Rule: A procurement instrument may only have recurring payments when each payment is for the same amount. Recurring payments may not be defined if the payment amount varies from one payment to the next.

Implementation (Header & Line Item): Provide data in the *…/Payment Details/Recurring Payment* segment only if *…/Payment Details/Recurring Payment/Recurring Payment Amount* is the same over all payments within the *Payment Period.*

Same amount:

```
…
<PaymentDetails>
        <RecurringPayments>
                <PaymentFrequency>Monthly</PaymentFrequency>
                <RecurringPaymentAmount>100000</RecurringPaymentAmount>
                <PaymentPeriod>
                        <StartDate>2006-02-01</StartDate>
                        <EndDate>2006-08-01</EndDate>
                </PaymentPeriod>
        </RecurringPayments>
        <PaymentInstructions>
                <ACRNBased>
                        <PaymentInstructionsDescription>Siugle Funding</ PaymentInstructionsDescription>
                        <ACRNList>
                                <ACRN>AA</ACRN>
                        </ACRNList>
                </ACRNBased>
        </PaymentInstructions>
</PaymentDetails>
…
```

Different amounts:

```
…
<PaymentDetails>
        <PaymentInstructions>
                <ACRNBased>
                        <PaymentInstructionsDescription>Siugle Funding</ PaymentInstructionsDescription>
                        <ACRNList>
                                <ACRN>AB</ACRN>
                        </ACRNList>
                </ACRNBased>
        </PaymentInstructions>
</PaymentDetails>
…
```

20. Financial Reference for Obligated Amounts

Rule: When an obligated amount is provided at the procurement instrument header level, an Accounting Classification Reference Number (ACRN) and either an Agency Accounting Identifier (AAI) or a line of accounting must be provided. When an obligated amount is provided at the line item level, the ACRN must be provided. The ACRN provided for the line item must be found with an obligated amount reported at the header level.

Implementation (Header): When …/*Obligated Amounts/Obligated Amount* is provided, then one instance of …/*Obligated Amounts/Financial Reference* must be provided where *Financial Code Description* contains "Accounting Classification Reference Number (ACRN)".

Implementation (Line Item): When …*/Item Obligated Amount/Obligated Amount* is provided, then …/*Obligated Amount/Financial Reference* where *Financial Code Description* contains "Accounting Classification Reference Number (ACRN)" must be present.

At Header:

```
….
<ObligatedAmounts>
        <ObligatedAmount>300</ObligatedAmount>
        <FinancialReference>
                <FinancialCodeDescription>Accounting Classification Reference Number</FinancialCodeDescription>
                <FinancialCodeValue>AA</FinancialCodeValue>
        </FinancialReference>
        <AccountingIdentifier>
                <AgencyAccountingIdentifier>012345</AgencyAccountingIdentifier>
        </AccountingIdentifier>
</ObligatedAmounts>
….
```

At Line Item:

```
…
<ItemObligatedAmount>
        <ObligatedAmount>200</ObligatedAmount>
        <FinancialReferenceCode>
                <FinancialCodeDescription>Accounting Classification Reference Number</FinancialCodeDescription>
                <FinancialCodeValue>AA</FinancialCodeValue>
        </FinancialReferenceCode>
</ObligatedAmounts>
…
```

21. Total Contract Amount

Rule: The total amount of the contract must be provided unless the contract is one of the following:

- Agreements including Basic and Loan
- Basic Ordering Agreement
- Blanket Purchase Agreement
- Blanket Purchase Agreement under Federal Supply Schedule
- Facilities Contract
- Schedule

Implementation (Header): An occurrence of …*/Other Amounts* must be provided where *Amount Description* contains "Header Only – Total Contract Value" when *Procurement Instrument Header/Procurement Instrument Identifier/Procurement Instrument Description* = "Represented Contract" and the value of *Procurement Instrument Header/Procurement Instrument Identifier/Procurement Instrument Vehicle* is not on the above list.

```
<ProcurementInstrumentHeader>
        <ProcurementInstrumentIdentifier>
                <ProcurementInstrumentOrigin>DoD</ProcurementInstrumentOrigin>
                <ProcurementInstrumentVehicle>Requirements</ProcurementInstrumentVehicle>
                <ProcurementInstrumentNumber>
                        …
                </ProcurementInstrumentNumber>
                <ProcurementInstrumentDescription>Represented Contract</ProcurementInstrumentDescription>
        </ProcurementInstrumentIdentifier>
…
        <ProcurementInstrumentAmounts>
                <OtherAmounts>
                        <AmountDescription>Header Only – Total Contract Value</AmountDescription>
                        <Amount>1110000.00</Amount>
                </OtherAmounts>
        </ProcurementInstrumentAmounts>
…
```

22. Financial Reference for Tax Amounts

Rule: When a tax amount is not included in the total order amount, an Accounting Classification Reference Number must be provided. In addition, if the line of accounting was represented by an Agency Accounting Identifier (AAI), the AAI must be provided as well.

Implementation (Header & Line Item): When …/*Taxes/Tax Amount/Action* contains "Add" or "Delete", then …/*Tax Amount/Accounting Classification Reference Number* must be provided. If …*/Procurement Instrument Amounts/Obligated Amount/Accounting Identifier/Agency Accounting Identifier* is provided, …/*Tax Amount/ Agency Accounting Identifier* must be provided.

Line of Accounting provided:

```
…
<Taxes>
        <TaxDescription>Federal Tax</TaxDescription>
        <TaxAmount>
                <TaxAmountValue>120</TaxAmountValue>
                <Action>Add</Action>
                <AccountingClassificationReferenceNumber>AA</AccountingClassificationReferenceNumber>
        </TaxAmount>
</Taxes>
        …
<ObligatedAmounts>
        <ObligatedAmount>300</ObligatedAmount>
        <FinancialReference>
                <FinancialCodeDescription>Accounting Classification Reference Number</FinancialCodeDescription>
                <FinancialCodeValue>AA</FinancialCodeValue>
        </FinancialReference>
        <LoaDetails>
                <Blob>179 1506U14B 310 000190 050120 2D 000000</Blob>
        </LoaDetails>
</ObligatedAmounts>
…
```

Line of Accounting represented by Agency Accounting Identifier:

```
…
<Taxes>
        <TaxDescription>Federal Tax</TaxDescription>
        <TaxAmount>
                <TaxAmountValue>120</TaxAmountValue>
                <Action>Add</Action>
                <AccountingClassificationReferenceNumber>AA</AccountingClassificationReferenceNumber>
                <AgencyAccountingIdentifier>012345</AgencyAccountingIdentifier>
        </TaxAmount>
</Taxes>
        …
<ObligatedAmounts>
        <ObligatedAmount>300</ObligatedAmount>
        <FinancialReference>
                <FinancialCodeDescription>Accounting Classification Reference Number</FinancialCodeDescription>
                <FinancialCodeValue>AA</FinancialCodeValue>
        </FinancialReference>
        <AccountingIdentifier>
                <AgencyAccountingIdentifier>012345</AgencyAccountingIdentifier>
        </AccountingIdentifier>
</ObligatedAmounts>
…
```

23. Percentage based Discounts

Rule: When a discount is provided as a percentage, the base – line item total amount, line item unit price, total purchase amount - against which the percentage is applied, must be provided.

Implementation (Header & Line Item):

a. When the …*Other Discounts/ Discount/ Value Description* value is "Percentage", then … *Other Discounts/ Discount/ Percentage Basis* must be provided.
b. When the …*Range Or Threshold Discounts/Discount Range And Value/ Discount Value/ Value Description* value is "Percentage", then … *Range Or Threshold Discounts / Discount Range And Value/ Discount Value/ Percentage Basis* must be provided.

```
…
<OtherDiscounts>
        <OtherDiscountDescription>General Discount</OtherDiscountDescription>
        <Discount>
                <ValueDescription>Percentage</ValueDescription>
                <Value>4.25</Value>
                <PercentageBasis>Total Purchase Amount</PercentageBasis>
        </Discount>
</OtherDiscounts>
<RangeOrThresholdDiscounts>
        <DiscountStructure>StepLadder</DiscountStructure>
        <DiscountRangeAndValue>
                <AmountRange>
                        …
                </AmountRange>
                <DiscountValue>
                        <ValueDescription>Percentage</ValueDescription>
                        <Value>4.25</Value>
                        <PercentageBasis>Total Purchase Amount</PercentageBasis>
                </DiscountValue>
        </DiscountRangeAndValue>
</RangeOrThresholdDiscounts>
…
```

24. Percentage based Services, Allowances, and Charges

Rule: When a service, allowance, or charge is provided as a percentage, the base – line item total amount, line item unit price, total purchase amount - against which the percentage is applied, must be provided.

Implementation (Header & Line Item): When the …*Services Allowances Charges/SAC Range And Value/ SAC Value/ Value Description* value is "Percentage", then … *Services Allowances Charges/SAC Range And Value/ SAC Value/ Percentage Basis* must be provided.

```
…
<ServicesAllowancesCharges>
        <SACDescription>Add on - Origin</SACDescription>
        <SACRangeAndValue>
                <AmountRange>
                        …
                </AmountRange>
                <DiscountValue>
                        <ValueDescription>Percentage</ValueDescription>
                        <Value>4.25</Value>
                        <PercentageBasis>Total Purchase Amount</PercentageBasis>
                </DiscountValue>
        </SACRangeAndValue>
</ServicesAllowancesCharges>
…
```

25. Unit Price when Not Separately Priced

Rule: When a line item is not separately priced, the unit price must be zero.

Implementation (Line Item): When value of …/*Unit Price Details/Unit Price Basis* is "Not Separately Priced" then …/*Unit Price Details/Unit Price* must be zero.

```
…
<UnitPriceDetails>
        <UnitPrice>0</UnitPrice>
        <UnitPriceBasis>Not Separately Priced</UnitPriceBasis>
</UnitPriceDetails>
…
```

26. Share Ratio

Rule: A share ratio for government and contractor is required when the pricing arrangement is one of the following. A share ratio is not allowed for any other type of pricing arrangement:

- Cost Plus Incentive Fee (Cost Based)
- Cost Sharing
- Fixed Price Incentive (Cost Based)
- Fixed Price Incentive (Successive Targets)

Implementation (Header & Line Item):

a. When the *Procurement Instrument Header/ Basic Information/ Pricing Arrangement/ Pricing Arrangement Base* value is "Cost Plus Incentive Fee (Cost Based)", "Cost Sharing", "Fixed Price Incentive (Cost Based)", or "Fixed Price Incentive (Successive Targets)", then an instance of *Procurement Instrument Header/ Basic Information/ Share Ratio/* must be provided.

b. When the *Contract Line Items/ Line Items/ Line Item Basic Information/ Pricing Arrangement/ Pricing Arrangement Base* value is "Cost Plus Incentive Fee (Cost Based)", "Cost Sharing", "Fixed Price Incentive (Cost Based)", or "Fixed Price Incentive (Successive Targets)", then an instance of *Contract Line Items/ Line Items/ Price Details/Share Ratio/* must be provided.

Share Ratio (at Header):

```
<ProcurementInstrumentHeader>
        …
        <BasicInformation>
                …
                <PricingArrangement>
                        <PricingArrangementBase>Cost Sharing</PricingArrangementBase>
                </PricingArrangement>
                <ShareRatio>
                        <GovernmentShare>
                                <SharePercentage>1.5</SharePercentage>
                                <MonetaryAmount>5000</MonetaryAmount>
                        </GovernmentShare>
                        <ContractorShare>
                                <SharePercentage>3</SharePercentage>
                                <MonetaryAmount>50000</MonetaryAmount>
                        </ContractorShare>
                </ShareRatio>
        </BasicInformation>
        …
</ProcurementInstrumentHeader>
```

Share Ratio (at Line Item):

```
<ContractLineItems>
        <LineItems>
                …
                <LineItemBasicInformation>
                        …
                        <PricingArrangement>
                                <PricingArrangementBase>Cost Sharing</PricingArrangementBase>
                        </PricingArrangement>
                        …
                </LineItemBasicInformation>
                …
                <PriceDetails>
                        <ShareRatio>
                                <GovernmentShare>
                                        <SharePercentage>1.5</SharePercentage>
                                        <MonetaryAmount>5000</MonetaryAmount>
                                </GovernmentShare>
                                <ContractorShare>
                                        <SharePercentage>3</SharePercentage>
                                        <MonetaryAmount>50000</MonetaryAmount>
                                </ContractorShare>
                        </ShareRatio>
                </PriceDetails>
                …
        </LineItems>
</ContractLineItems>
```

27. Contract Vehicle Fee

Rule: A fee for using a contract vehicle can be levied only if the procurement instrument is a Blanket Purchase Agreement or an Indefinite Delivery Contract.

Implementation (Header): Provide "Fee for Using Contract Vehicle" in *…/..Other Amounts/Amount Description* only when *…/Procurement Instrument Identifier/Procurement Instrument Vehicle* is one of the following:

- "Blanket Purchase Agreement"
- "Blanket Purchase Agreement Under Federal Supply Schedule"
- "Indefinite Delivery Definite Quantity"
- "Indefinite Delivery Indefinite Quantity"

```
<ProcurementInstrumentHeader>
        <ProcurementInstrumentIdentifier>
                <ProcurementInstrumentOrigin>DoD</ProcurementInstrumentOrigin>
                <ProcurementInstrumentVehicle>Blanket Purchase Agreement</ProcurementInstrumentVehicle>
                …
        </ProcurementInstrumentIdentifier>
                ….
        <ProcurementInstrumentAmounts>
                <OtherAmounts>
                        <AmountDescription>Fee for using Contract Vehicle</AmountDescription>
                        <Amount>3000</Amount>
                </OtherAmounts>
        </ProcurementInstrumentAmounts>
        …
```

28. Labor Rates

Rule: When a line item has a labor hour or time & material pricing arrangement, labor rates must be provided.

Implementation (Line Item): When the *Contract Line Items/ Line Items/ Line Item Basic Information/ Pricing Arrangement/ Pricing Arrangement Base* value is “Labor Hour” or “Time and Materials”, then an instance of *Contract Line Items/ Line Items/ Price Details/ Labor Rates/* must be provided.

```
<ContractLineItems>
        <LineItems>
                …
                <LineItemBasicInformation>
                        …
                        <PricingArrangement>
                                <PricingArrangementBase> Time and Materials</PricingArrangementBase>
                        </PricingArrangement>
                        …
                </LineItemBasicInformation>
                …
                <PriceDetails>
                        <LaborRates>
                                <Category>Professional Staff</Category>
                                <CategoryRate>
                                        <RateTitle>Contractor’s Site Rates</RateTitle>
                                        <Rate>100</Rate>
                                        <SubCategory>Level 1</SubCategory>
                                </CategoryRate>
                                <CategoryRate>
                                        <RateTitle>Contractor’s Site Rates</RateTitle>
                                        <Rate>140</Rate>
                                        <SubCategory>Level 3</SubCategory>
                                </CategoryRate>
                                …
                        </LaborRates>
                        …
                </PriceDetails>
                …
        </LineItems>
</ContractLineItems>
```

29. Small Business Administration (SBA) Contracts

Rule: When either a Small Business Administration (SBA) contract number or SBA contracting office address is provided, then the other must be provided.

Implementation (Header):

c. For *Procurement Instrument Header/Procurement Instrument Identifier/Procurement Instrument Description* value "Small Business Administration Contract" at least one instance of *Procurement Instrument Header/ Procurement Instrument Addresses* must be provided with *Address Description* value "SBA Contracting Office".

d. When *Procurement Instrument Header/ Procurement Instrument Addresses/Address Description* value is "SBA Contracting Office", then an instance of *Procurement Instrument Header/Procurement Instrument Identifier/* value must be provided with *Procurement Instrument Description* value "Small Business Administration Contract".

```
<ProcurementInstrumentHeader>
        <ProcurementInstrumentIdentifier>
                <ProcurementInstrumentOrigin>DoD</ProcurementInstrumentOrigin>
                <ProcurementInstrumentVehicle>Indefinite Delivery Indefinite Quantity</ProcurementInstrumentVehicle>
                <ProcurementInstrumentNumber>
                        …
                </ProcurementInstrumentNumber>
                <ProcurementInstrumentDescription>Small Business Administration Contract</ProcurementInstrumentDescription>
        </ProcurementInstrumentIdentifier>
        ...
        <ProcurementInstrumentAddresses>
                <AddressDescription>SBA Contracting Office</AddressDescription>
                        <Address>
                                <OrganizationID>
                                        <Cage>12345</Cage>
                                </OrganizationID>
                                <OrganizationNameAddress>
                                        <OrganizationName></OrganizationName>
                                        <OrganizationAddress>
                                                <DiscreteAddress>
                                                        <CityIdentifier>Fairfax</CityIdentifier>
                                                        <PostalZoneIdentifier>22033</PostalZoneIdentifier>
                                                        <CountryPrimaryDivision>VA</CountryPrimaryDivision>
                                                        <Country>USA</Country>
                                                </DiscreteAddress>
                                        </OrganizationAddress>
                                </OrganizationNameAddress>
                        </Address>
        </ProcurementInstrumentAddresses>
        …
```

30. Pipeline DoDAAC

Rule: Provide Department of Defense Activity Address Code (DoDAAC) of the pipeline when transportation method is specified as "Pipeline".

Implementation (Header & Line Item): When *…/ Transportation Details/Transportation Method* is specified as "Pipeline", then the *…/Transportation Details/Pipeline DoDAAC* must contain the Department of Defense Activity Address Code (DoDAAC) of the pipeline.

```
…
<TransportationDetails>
        <PipelineDoDAAC>HQ1034</PipelineDoDAAC>
        <TransportationMethod>Pipeline</TransportationMethod>
</TransportationDetails>
…
```

31. United Nations Code

Rule: Provide the United Nations code for ports and other locations (UN/LOCODE) in accordance with the United Nations Location Code Manual when the Freight on Board (FOB) point is a terminal.

Implementation (Header & Line Item): When *…/FoB Details/FoB Point* is specified as "Terminal", then the *…/FoB Details/United Nations Code* must contain the United Nations code for ports and other locations (UN/LOCODE) of the terminal.

```
…
<FoBDetails>
        <PaymentMethod>Seller</PaymentMethod>
        <FoBPoint>Terminal</FoBPoint>
        <UnitedNationsCode>ZA9B8</UnitedNationsCode>
</FoBDetails>
…
```

32. Required Facility Clearance and Safeguard Level

Rule: The required safeguard level cannot be higher than the level of the required facility clearance.

Implementation (Header): The value of …/ *Required Safeguard Level* cannot be higher than the value of …/ *Required Facility Clearance*.

```
…
<RequiredFacilityClearance>Top Secret</RequiredFaciltyClearance>
<RequiredSafeguardLevel>TopSecret</RequiredSafeguardLevel>
…
```

33. Clause Full Text and Fill-In Areas

Rule: If a clause with fill in areas is provided as full text and the fill in areas are not filled in, they must be denoted with a minimum of five underline characters.

```
…
<RegulationOrSupplement>FAR</RegulationOrSupplement>
<ClauseNumber>52.247.2</ClauseNumber>
<ClauseTitle>Permits, Authorities, or Franchises</ClauseTitle>
<ClauseEffectiveDate>1997-01</ClauseEffectiveDate>
<ClauseText>
        <ClauseFullText>(a) The Offeror does not hold authorization from the Federal Highway Administration (FHWA) or other cognizant
requlatory body.  If authorization is held, it is as follows:

        _____
        (Name of regulatory body)

        _____
        (Authorization No.)

(b) The offeror shall furnish to the Government, if requested, copies of the authorization before moving the material under any contract awarded.
In addition, the offeror shall, at the offeror's expense, obtain and maintain any permits, franchises, licenses, and other authorities issued by State
and local governments.</ClauseFullText>
…
```

34. Wage Determination

Rule: Wage Determination cannot be under a combination of the Davis Bacon Act and the Service Contract Act. A Wage Determination must be under one or the other

Implementation (Header & Line Item): The *…/ Wage Determination Details* and the *…/Group Wage Determination/ Wage Determination* must contain either the *…/Davis Bacon Act* or the *…/Service Contract Act* section. Modifications to the *…/Wage Determination* and *…/Group Wage Determination* sections must result in only *…/Davis Bacon Act* or the *…/Service Contract Act* section.

```
…
<WageDetrminationDetails>
        <DavisBaconAct>
                …
.       </DavisBaconAct>
<WageDeterminatonDetails
…
```

35. Miscellaneous Text Sections

Rule: Only one block of miscellaneous text may be provided per Federal Uniforn Contract Format (UCF) section.

Implementation (Header & Line Item): The *…/ Miscellaneous Text Details* section may occur only once for each allowable value of *…/ Miscellaneous Text Details/ Section.*

```
…
<MiscellaneousTextDetails>
        <MiscellaneousText>Actual text associated with the UCF section</MiscellaneousText>
        <Section>B</Section>
</MiscellaneousTextDetails>
<MiscellaneousTextDetails>
        <MiscellaneousText>Actual text associated with the UCF section</MiscellaneousText>
        <Section>C</Section>
</MiscellaneousTextDetails>…
…
```

36. Product and Service Data

Rule: Information about the product is required when the purchased item is not a service.

Note: Sub line items, informational sub line items, and exhibit lines may carry the product information or they may inherit it from their parent line item.

Implementation (Line Item): When *…/ Line Item Basic Information/ Product Services Ordered/Product Or Service* is not "Services", one or more iterations of *…/ Line Item Basic Information/ Product Services Ordered/ Product Service Data* is required.

```
…
<ProductServicesOrdered>
        <ProductOrService>Personal Property</ProductOrService>
        …
        <ProductServiceData>
                <DataDescription>Color</DataDescription>
                <DataValue>Red</DataValue>
        </ProductServiceData>
</ProductServiceOrdered>
…
```

37. Information Sub-Line Items and Funded Amount

Rule: When an obligated amount is provided on an information sub-line item, the funded amount must also be provided. These are the only amounts that shall be provided.

Implementation (Line Item): When *…/Line Item Identifier/ Line Items/ Line Item Type* = "INFOSLIN" and *…/ Line Item Amounts/ Item Obligated Amounts* is provided, one and only one iteration of *…/ Line Item Amounts/ Item Other Amounts* where *…/ Line Item Amounts/ Item Other Amounts/ Amount Description* = "Funded Amount" is required.

```
…
<LineItems>
        <LineItemIdentifier>
                <LineItem>
                        <LineItemType>INFOSLIN</LineItemType>
                        <LineItemBase>0003</LineItemBase>
                        <LineItemExtension>
                                <InfoSlinExtension>11</InfoSlinExtension>
                        </LineItemExtension>
                </LineItem>
        </LineItemIdentifier>
        …
        <LineItemAmounts>
                …
                <ItemObligatedAmount>
                        <ObligatedAmount>20000</ObligatedAmount>
                        …
                </ItemObligatedAmount>
                <ItemOtherAmounts>
                        <AmountDescription>Funded Amount</AmountDescription>
                        <Amount>20000</Amount>
                </ItemOtherAmounts>
        </LineItemAmounts>
…
```

38. Information Sub-Line Items and Delivery Schedules

Rule: An information sub-line item cannot have a delivery schedule.

Implementation (Line Item): When …*/Line Item Identifier/ Line Items/ Line Item Type* = "INFOSLIN", neither a …*/Delivery/* section nor a …*/Line Item Dates/* section where …*/Line Item Dates/ Line Item Date Description* = "Lease" or "Period of Performance" may be provided.

```
…
<LineItems>
        <LineItemIdentifier>
                <LineItem>
                        <LineItemType>INFOSLIN</LineItemType>
                        <LineItemBase>0003</LineItemBase>
                        <LineItemExtension>
                                <InfoSlinExtension>11</InfoSlinExtension>
                        </LineItemExtension>
                </LineItem>
        </LineItemIdentifier>
…
```

39. Attachment Data Format

Rule: When the attachment is included in the procurement instrument document as binary text, the data format of the attachment must be provided.

Implementation (Header & Line Item): When …*/Attachment Binary Text* is provided then …*/ Attachment Data Format* must be provided.

```
…
<AttachmentDescription>
        <StandardAttachment>Drawings</StandardAttachment>
</AttachmentDescription>
<AttachmentName>H11 HoverCraft Plans</AttachmentName>
<AttachmentBinaryText>JVBERi0xLjQNJeLjz9MNCjE4IDAgb2JqDTw8L0xpbmVhcmI6ZWQgMS9MID10MDly</AttachmentBinaryText>
…
<AttachmentDataFormat>ArchiCAD 3D Model File (PLN)</AttachmentDataFormat>
…
```

40. Contract Security Classification Specification – Special Access Information

Rule: Special access information requirements may be identified by either a check box or by including specific text but not by both.

Implementation (Header): Either …*/Security Details/ Access Requirements* = "Special Access Information" is provided or …*/Security Details/ Special Access Information* is provided but not both.

```
…
<SecurityDetails>
        <AccessRequirements>
                <AccessRequirement> Special Access Information</AccessRequirement>
                …
        </AccessRequirements>
        …
</SecurityDetails>
…
```

```
…
<SecurityDetails>
        <AccessRequirements>
                <AccessRequirement> NATO Information</AccessRequirement>
                <AccessRequirement>Restricted Data</AccessRequiremnt>
                <SpecialAccessInformation>Text text text.</SpecialAccessInformation>
                …
        </AccessRequirements>
        …
</SecurityDetails>
…
```

Compliance Business Rules – Award Documents

1. Obligated Amount

Rule: Obligated amount, when provided in a procurement instrument award document, must be greater than zero. Instruments with no funding obligated shall omit the section.

Implementation (Header & Line Item): *…/…/Obligated Amount*, if provided, must be greater than zero.

```
…
<ObligatedAmount>1110000.00</ObligatedAmount>
…
```

2. Procurement Instrument Identifier of Represented Contract (Award)

Rule: The procurement instrument award number of the represented contract cannot contain a modification identifier for an order number or a procurement instrument.

Implementation (Header): If *…/ Award Instrument/ Procurement Instrument Header/ Procurement Instrument Identifier/ Procurement Instrument Description* = "Represented Contract" then neither *…/Order Modification Identifier* nor *…/Procurement Instrument Modification Identifier* may be provided in the corresponding *…/Procurement Instrument Number*.

```
…
<ProcurementInstrumentIdentifier>
        <ProcurementInstrumentOrigin>Department of Defense</ProcurementInstrumentOrigin>
        <ProcurementInstrumentVehicle>Purchase Order</ProcurementInstrumentVehicle>
        <ProcurementInstrumentNumber>
                <EnterpriseIdentifier>N00019</EnterpriseIdentifier>
                <Year>10</Year>
                <ProcurementInstrumentTypeCode>F</ProcurementInstrumentTypeCode>
                <SerializedIdentifier>1004</SerializedIdentifier>
        </ProcurementInstrumentNumber>
        <ProcurementInstrumentDescription>Represented Contract</ProcurementInstrumentDescripton>
</ProcurementInstrumentIdentifier>
…
```

3. Standard Form 33 and Solicitation Type

Rule: When the procurement instrument form is Standard Form 33, the type of solicitation cannot be a request for a quote.

Implementation (Header): If *Procurement Document/ Procurement Instrument Form* = "SF 33" then *…/Procurement Instrument Header/ Basic Information/ Solicitation Offer Information/ Solicitation Type* cannot contain "Request For Quote".

```
…
<ProcurementInstrumentForm>SF33</ProcurementInstrumentForm>
…
<AwardInstrument>
        <ProcurementInstrumentHeader>
                …
                <BasicInformation>
                        …
                        <SolicitationOfferInformation>
                                …
                                <SolicitationType>Invitation For Bid</SolicitationType>
                                …
                        </SolicitationOfferInformation>
                </BasicInformation>
                …
        </ProcurementInstrumentHeader>
        …
</AwardInstrument>
…
```

4. Clause Requirements

Rule: One or more clauses are required at the contract level unless one or both of the following is true:

- The represented contract is a purchase order
- An ordering instrument number is provided.

Implementation (Header): If anyof the following is true, the *Procurement Instrument Header/ Clause Information* section is not required but may be provided. If none are true, the *Procurement Instrument Header/ Clause Information* section is required:

a. …*/Procurement Instrument Description* = "Represented Contract" and …*/Procurement Instrument Number/ Order Number* is provided in the same instance of *Procurement Instrument Header/Procurement Instrument Identifier*.

b. …*/Procurement Instrument Description* = "Represented Contract" and …*/Procurement Instrument Vehicle* is "Purchase Order" in the same instance of *Procurement Instrument Header/Procurement Instrument Identifier*

c. At least one instance of the … */Procurement Instrument Identifier* section is provided where …*/Procurement Instrument Description* = "Ordering Instrument".

Ordering Number; no Clauses:

```
…
<ProcurementInstrumentIdentifier>
        <ProcurementInstrumentOrigin>Department of Defense</ProcurementInstrumentOrigin>
        <ProcurementInstrumentVehicle>Call Order</ProcurementInstrumentVehicle>
        <ProcurementInstrumentNumber>
                <EnterpriseIdentifier>N00421</EnterpriseIdentifier>
                <Year>08</Year>
                <ProcurementInstrumentTypeCode>D</ProcurementInstrumentTypeCode>
                <SerializedIdentifier>0050</SerializedIdentifier>
                <OrderNumber>0001</OrderNumber>
        </ProcurementInstrumentNumber>
        <ProcurementInstrumentDescription>Represented Contract</ProcurementInstrumentDescripton>
</ProcurementInstrumentIdentifier>
…
<BasicInformation>
        …
</BasicInformation>
<ProcurementInstrumentDates>
        …
</ProcurementInstrumentDates>
…
```

Purchase Order; no Clauses:

```
…
<ProcurementInstrumentIdentifier>
        <ProcurementInstrumentOrigin>Department of Defense</ProcurementInstrumentOrigin>
        <ProcurementInstrumentVehicle>Purchase Order</ProcurementInstrumentVehicle>
        <ProcurementInstrumentNumber>
                <EnterpriseIdentifier>N00019</EnterpriseIdentifier>
                <Year>10</Year>
                <ProcurementInstrumentTypeCode>P</ProcurementInstrumentTypeCode>
                <SerializedIdentifier>1004</SerializedIdentifier>
        </ProcurementInstrumentNumber>
        <ProcurementInstrumentDescription>Represented Contract</ProcurementInstrumentDescripton>
</ProcurementInstrumentIdentifier>
…
<BasicInformation>
        …
</BasicInformation>
<ProcurementInstrumentDates>
        …
</ProcurementInstrumentDates>
…
```

Order against an Instrument; no Clauses:

```
…
<ProcurementInstrumentIdentifier>
        <ProcurementInstrumentOrigin>Department of Defense</ProcurementInstrumentOrigin>
        <ProcurementInstrumentVehicle>Schedule</ProcurementInstrumentVehicle>
        <NonDoDNumber>GS-03F-00025M</NonDoDNumber>
        <ProcurementInstrumentDescription>Ordering Instrument</ProcurementInstrumentDescripton>
</ProcurementInstrumentIdentifier>
<ProcurementInstrumentIdentifier>
        <ProcurementInstrumentOrigin>Department of Defense</ProcurementInstrumentOrigin>
        <ProcurementInstrumentVehicle>Task Order</ProcurementInstrumentVehicle>
        <ProcurementInstrumentNumber>
                <EnterpriseIdentifier>N00421</EnterpriseIdentifier>
                <Year>08</Year>
                <ProcurementInstrumentTypeCode>F</ProcurementInstrumentTypeCode>
                <SerializedIdentifier>0050</SerializedIdentifier>
        </ProcurementInstrumentNumber>
        <ProcurementInstrumentDescription>Represented Contract</ProcurementInstrumentDescripton>
</ProcurementInstrumentIdentifier>
…
<BasicInformation>
        …
</BasicInformation>
<ProcurementInstrumentDates>
        …
</ProcurementInstrumentDates>
…
```

No Ordering Instrument; no Purchase Order:

```
…
<ProcurementInstrumentIdentifier>
        <ProcurementInstrumentOrigin>Department of Defense</ProcurementInstrumentOrigin>
        <ProcurementInstrumentVehicle>Basic Ordering Agreement</ProcurementInstrumentVehicle>
        <ProcurementInstrumentNumber>
                <EnterpriseIdentifier>N00421</EnterpriseIdentifier>
                <Year>08</Year>
                <ProcurementInstrumentTypeCode>G</ProcurementInstrumentTypeCode>
                <SerializedIdentifier>0050</SerializedIdentifier>
        </ProcurementInstrumentNumber>
        <ProcurementInstrumentDescription>RepresentedContract</ProcurementInstrumentDescripton>
</ProcurementInstrumentIdentifier>
<BasicInformation>
        …
</BasicInformation>
<ClauseInformation>
        …
</ClauseInformation>
<ProcurementInstrumentDates>
        …
</ProcurementInstrumentDates>
…
```

5. Pricing Arrangement Amount Requirements

Rule: Based on the Pricing Arrangement, various amounts are required and other amounts are prohibited (not allowed). If an amount type is not mentioned, it may or may not be provided. See the following table for what is required and prohibited based on the pricing arrangement:

NOTE: This standard departs from the traditional practice of treating award fee and performance incentive fee as distinct contract types. In accordance with FAR 16.4, 16.305, and 16.202-1, the standard recognizes that award fees and performance incentives are features that can be added to any of the basic contract types. The standard does not distinguish between performance incentives and delivery incentives, only between cost incentives directly tied to cost performance and those that are not.

Header: The contract level can be provided without any amounts when the Procurement Instrument Vehicle is on the following list, but if an amount is provided, it must follow the requirements detailed in the table.

- Agreements including Basic and Loan
- Bailment
- Basic Ordering Agreement
- Blanket Purchase Agreement Under Federal Supply Schedule
- Blanket Purchase Agreement
- Facilities Contract
- Schedule

Line Item: The line item level can be provided without any amounts when the Procurement Instrument Vehicle is on the following list, but if an amount is provided, it must follow the requirements detailed in the table.

- Agreements including Basic and Loan
- Bailment
- Basic Ordering Agreement
- Facilities Contract

In addition, if the line item is an option line item, then a funding threshold is not required.

Pricing Arrangement	Required Amounts	Prohibited Amounts
Cost No Fee	• Estimated Cost • Not to Exceed Amount (Funding)*	• Base Price • Ceiling Price • Firm Price • Fixed Fee • Initial Target Cost • Initial Target Profit • Maximum Fee • Minimum Fee • Profit Ceiling • Profit Floor • Target Cost • Target Fee • Target Profit
Cost Plus Award Fee	• Award Fee • Estimated Cost • Fixed Fee • Not to Exceed Amount (Funding)*	• Base Price • Ceiling Price • Firm Price • Initial Target Cost • Initial Target Profit • Maximum Fee • Minimum Fee • Profit Ceiling • Profit Floor • Target Cost • Target Fee • Target Profit
Cost Plus Fixed Fee	• Estimated Cost • Fixed Fee • Not to Exceed Amount (Funding)*	• Base Price • Ceiling Price • Firm Price • Initial Target Cost • Initial Target Profit • Maximum Fee • Minimum Fee • Profit Ceiling • Profit Floor • Target Cost • Target Fee • Target Profit
Cost Plus Incentive Fee (Cost Based)	• Not to Exceed Amount (Funding)* • Target Cost • Target Fee	• Base Price • Ceiling Price • Estimated Cost • Firm Price • Fixed Fee • Initial Target Cost • Initial Target Profit • Profit Ceiling • Profit Floor • Target Profit

Pricing Arrangement	Required Amounts	Prohibited Amounts
Cost Sharing	• Estimated Cost • Not to Exceed Amount (Funding)*	• Base Price • Ceiling Price • Firm Price • Fixed Fee • Initial Target Cost • Initial Target Profit • Maximum Fee • Minimum Fee • Profit Ceiling • Profit Floor • Target Cost • Target Fee • Target Profit
Firm Fixed Price	• Firm Price	• Base Price • Ceiling Price • Estimated Cost • Fixed Fee • Initial Target Cost • Initial Target Profit • Maximum Fee • Minimum Fee • Not to Exceed Amount (Funding) • Profit Ceiling • Profit Floor • Target Cost • Target Fee • Target Profit
Fixed Price Incentive (Cost Based)	• Ceiling Price • Target Cost • Target Profit	• Base Price • Estimated Cost • Fixed Fee • Initial Target Cost • Initial Target Profit • Maximum Fee • Minimum Fee • Not to Exceed Amount (Funding) • Profit Ceiling • Profit Floor • Target Fee
Fixed Price Incentive (Successive Targets)	• Ceiling Price • Initial Target Cost • Initial Target Profit • Profit Ceiling • Profit Floor	• Base Price • Estimated Cost • Firm Price • Fixed Fee • Maximum Fee • Minimum Fee • Not to Exceed Amount (Funding) • Target Cost • Target Fee • Target Profit

Pricing Arrangement	Required Amounts	Prohibited Amounts
Fixed Price Level of Effort	• Firm Price	• Base Price • Ceiling Price • Estimated Cost • Fixed Fee • Initial Target Cost • Initial Target Profit • Maximum Fee • Minimum Fee • Not to Exceed Amount (Funding) • Profit Ceiling • Profit Floor • Target Cost • Target Fee • Target Profit
Fixed Price Re-determination Prospective	• Base Price	• Ceiling Price • Estimated Cost • Firm Price • Fixed Fee • Initial Target Cost • Initial Target Profit • Maximum Fee • Minimum Fee • Not to Exceed Amount (Funding) • Profit Ceiling • Profit Floor • Target Cost • Target Fee • Target Profit
Fixed Price Re-determination Retrospective	• Ceiling Price	• Base Price • Estimated Cost • Firm Price • Fixed Fee • Initial Target Cost • Initial Target Profit • Maximum Fee • Minimum Fee • Not to Exceed Amount (Funding) • Profit Ceiling • Profit Floor • Target Cost • Target Fee • Target Profit

Pricing Arrangement	Required Amounts	Prohibited Amounts
Fixed Price with Economic Price Adjustment – Actual Costs	• Base Price	• Ceiling Price • Estimated Cost • Firm Price • Fixed Fee • Initial Target Cost • Initial Target Profit • Maximum Fee • Minimum Fee • Not to Exceed Amount (Funding) • Profit Ceiling • Profit Floor • Target Cost • Target Fee • Target Profit
Fixed Price with Economic Price Adjustment – Cost Indexes	• Base Price	• Ceiling Price • Estimated Cost • Firm Price • Fixed Fee • Initial Target Cost • Initial Target Profit • Maximum Fee • Minimum Fee • Not to Exceed Amount (Funding) • Profit Ceiling • Profit Floor • Target Cost • Target Fee • Target Profit
Fixed Price with Economic Price Adjustment – Established Prices	• Base Price	• Ceiling Price • Estimated Cost • Firm Price • Fixed Fee • Initial Target Cost • Initial Target Profit • Maximum Fee • Minimum Fee • Not to Exceed Amount (Funding)) • Profit Ceiling • Profit Floor • Target Cost • Target Fee • Target Profit

Pricing Arrangement	Required Amounts	Prohibited Amounts
Labor Hour	• Not to Exceed Amount (Funding)*	• Base Price • Ceiling Price • Estimated Cost • Firm Price • Fixed Fee • Initial Target Cost • Initial Target Profit • Maximum Fee • Minimum Fee • Profit Ceiling • Profit Floor • Target Cost • Target Fee • Target Profit
Time and Materials	• Not to Exceed Amount (Funding)*	• Base Price • Ceiling Price • Estimated Cost • Firm Price • Fixed Fee • Initial Target Cost • Initial Target Profit • Maximum Fee • Minimum Fee • Profit Ceiling • Profit Floor • Target Cost • Target Fee • Target Profit

*Not required for an option line item.

<u>Implementation (Header & Line Item)</u>: Specify relevant iterations of *"…/..Other Amounts"* and values for *"…/..Other Amounts/Amount Description"* and *"…/..Other Amounts/Amount"* based on the value of *…/Pricing Arrangement/Pricing Arrangement Base.*

Cost Plus Incentive Fee (Cost Based) (at Header):

```
…
<BasicInformation>
        …
        <PricingArrangement>
                <PricingArrangementBase>Cost Plus Incentive Fee (Cost Based)</PricingArrangementBase>
        </PricingArrangement>
</BasicInformation>
…
<ProcurementInstrumentAmounts>
        …
        <OtherAmounts>
                <AmountDescription>Target Cost</AmountDescription>
                <Amount>36000</Amount>
        </OtherAmounts>
        <OtherAmounts>
                <AmountDescription>Target Fee</AmountDescription>
                <Amount>3000</Amount>
        </OtherAmounts>
        <OtherAmounts>
                <AmountDescription>Minimum Fee</AmountDescription>
                <Amount>2500</Amount>
        </OtherAmounts>
        <OtherAmounts>
                <AmountDescription>Maximumt Fee</AmountDescription>
                <Amount>3500</Amount>
        </OtherAmounts>
        <OtherAmounts>
                <AmountDescription>Not to Exceed Amount (Funding)</AmountDescription>
                <Amount>40000</Amount>
        </OtherAmounts>
        <OtherAmounts>
                <AmountDescription>Award Fee</AmountDescription>
                <Amount>1500</Amount>
        </OtherAmounts>
</ProcurementInstrumentAmounts>
…
```

Cost Sharing (at Line Item):

```
…
<LineItemBasicInformation>
        …
        <OptionLineItem>false</OptionLineItem>
        …
        <PricingArrangement>
                <PricingArrangementBase>Cost Sharing</PricingArrangementBase>
        </PricingArrangement>
</LineItemBasicInformation>
…
<LineItemAmounts>
        <ItemOtherAmounts>
                <AmountDescription>Estimated Cost</AmountDescription>
                <Amount>470000</Amount>
        </ItemOtherAmounts>
        <ItemOtherAmounts>
                <AmountDescription>Not to Exceed Amount (Funding)</AmountDescription>
                <Amount>500000</Amount>
        </ItemOtherAmounts>
        <ItemOtherAmounts>
                <AmountDescription>Share Ratio</AmountDescription>
                <Amount>20</Amount>
        </ItemOtherAmounts>
</LineItemAmounts>
…
```

6. Contract Line Items and Vehicle

Rule: One or more line items must be present on an award document unless the procurement instrument vehicle is one of the following:

- Agreements including Basic and Loan
- Bailment
- Blanket Purchase Agreement
- Blanket Purchase Agreement Under Federal Supply Schedule
- Lease Agreement

Implementation: When *Procurement Instrument Header/Procurement Instrument Identifier/Procurement Instrument Description* = "Represented Contract" and *Procurement Instrument Header/Procurement Instrument Identifier/Procurement Instrument Vehicle* is not from the list above, one or more instances of the … */Contract Line Items/ Line Items* section must be provided.

```
…
<ProcurementInstrumentIdentifier>
        <ProcurementInstrumentOrigin>Department of Defense</ProcurementInstrumentOrigin>
        <ProcurementInstrumentVehicle>Delivery Order</ProcurementInstrumentVehicle>
        <ProcurementInstrumentNumber>
                <EnterpriseIdentifier>N00019</EnterpriseIdentifier>
                <Year>10</Year>
                <ProcurementInstrumentTypeCode>F</ProcurementInstrumentTypeCode>
                <SerializedIdentifier>1004</SerializedIdentifier>
        </ProcurementInstrumentNumber>
        <ProcurementInstrumentDescription>Represented Contract</ProcurementInstrumentDescripton>
</ProcurementInstrumentIdentifier>
…
<ContractLineItems>
        <LineItems>
        …
        </LineItems>
        <LineItems>
        …
        </LineItems>
</ContractLineItems>
…
```

7. Contract Line Items and Obligated Amounts

Rule: One or more line items must be present on an award document when there is an obligated amount.

Implementation: When *Procurement Instrument Header/Procurement Instrument Amounts/ Obligated Amounts* exists, one or more instances of the … */Contract Line Items/ Line Items* section must be provided.

```
…
<ProcurementInstrumentHeader>
        …
        <ProcurementInstrumentAmounts>
                <ObligatedAmounts>
                        …
                </ObligatedAmounts>
        </ProcurementInstrumentAmounts>
        …
</ProcurementInstrumentHeader>
<ContractLineItems>
        <LineItems>
        …
        </LineItems>
        <LineItems>
        …
        </LineItems>
</ContractLineItems>
…
```

8. Contract Line Items and Pricing Arrangement

Rule: The pricing arrangement must appear on either the base contract line item or the corresponding contract sub-line item but not both.

Implementation (Line Item): …*/Pricing Arrangement* must appear on either …*/Line Item Identifier/ Line Items/ Line Item Type* = "CLIN" or …*/Line Item Identifier/ Line Items/ Line Item Type* = "SLIN (Separately Identified)" where …*/Line Item Identifier/ Line Items/ Line Item Base* has the same value for both. …*/Pricing Arrangement* cannot be provided when …*/Line Item Identifier/ Line Items/ Line Item Type* = "INFOSLIN".

On CLIN:

```
…
<LineItems>
        <LineItemIdentifier>
                <LineItem>
                        <LineItemType>CLIN</LineItemType>
                        <LineItemBase>0003</LineItemBase>
                </LineItem>
        </LineItemIdentifier>
        <LineItemBasicInformation>
                …
                <PricingArrangement>
                        <PricingArrangementBase<CostSharing</PrisingArrangementBase>
                </PricingArrangement>
                …
        </LineItemBasicInformation>
…
</LineItems>
<LineItems>
        <LineItemIdentifier>
                <LineItem>
                        <LineItemType>SLIN (Separately Identified</LineItemType>
                        <LineItemBase>0003</LineItemBase>
                        <LineItemExtension>
                                <SlinExtension>AA</SlinExtension>
                        </LineItemExtension>
                </LineItem>
        </LineItemIdentifier>
        <LineItemBasicInformation>
                …
        </LineItemBasicInformation>
…
</LineItems>
…
```

On SLIN (Separately Identified):

```
…
<LineItems>
        <LineItemIdentifier>
                <LineItem>
                        <LineItemType>CLIN</LineItemType>
                        <LineItemBase>0003</LineItemBase>
                </LineItem>
        </LineItemIdentifier>
        <LineItemBasicInformation>
                …
        </LineItemBasicInformation>
…
</LineItems>
<LineItems>
        <LineItemIdentifier>
                <LineItem>
                        <LineItemType>SLIN (Separately Identified0</LineItemType>
                        <LineItemBase>0003</LineItemBase>
                        <LineItemExtension>
                                <SlinExtension>AA</SlinExtension>
                        </LineItemExtension>
                </LineItem>
        </LineItemIdentifier>
        <LineItemBasicInformation>
                …
                <PricingArrangement>
                        <PricingArrangementBase<CostSharing</PrisingArrangementBase>
                </PricingArrangement>
                …
        </LineItemBasicInformation>
…
</LineItems>
<LineItems>
        <LineItemIdentifier>
                <LineItem>
                        <LineItemType>SLIN (Separately Identified)</LineItemType>
                        <LineItemBase>0003</LineItemBase>
                        <LineItemExtension>
                                <SlinExtension>AC</SlinExtension>
                        </LineItemExtension>
                </LineItem>
        </LineItemIdentifier>
        <LineItemBasicInformation>
                …
                <PricingArrangement>
                        <PricingArrangementBase<Cost No Fee/PrisingArrangementBase>
                </PricingArrangement>
                …
        </LineItemBasicInformation>
…
</LineItems>

…
```

Compliance Business Rules – Modification Documents

1. Deleting a Single Element via Attributes

Rule: When the modification removes a single element whose changes are recorded via XML attributes, populate the element with its value from the procurement instrument document being modified and set the change flag attribute to “Deleted”.

```
…
<Category changeFlag=”Deleted”>Services</Category>
…
```

2. Adding a Single Element via Attributes

Rule: When the modification adds a single element whose changes are recorded via XML attributes, populate the element with its desired value and set the change flag attribute to “Added”.

```
…
<Category changeFlag=”Added”>Services</Category>
…
```

3. Changing a Single Element via Attributes

Rule: When the modification changes the value of a single element whose changes are recorded via XML attributes, populate the element with its new or desired value, set the change flag attribute to “Modified”, place the old/original value from the procurement instrument document being modified into the ‘previous’ attribute, and provide a description of the change in the change text attribute.

```
…
<Category changeFlag=”Modified” changeText=”Changing category from Services to Overhaul”
previousValue=”Services”>Overhaul</Category>
…
```

4. Deleting a Set of Elements via Attributes

Rule: When the modification removes a set of elements whose changes are recorded via XML attributes, populate the elements with their values from the procurement instrument document being modified and set the change flag attribute to “Deleted”.

```
…
<AcceptanceInspection changeFlag=”Deleted”>
        <Action>Inspection</Action>
        <Location>Source</Location>
        <SpecialInstruction>Inspect in full sun</SpecialInstructions>
</AcceptanceInspection>
…
```

5. Adding a Set of Elements via Attributes

Rule: When the modification adds a set of elements whose changes are recorded via XML attributes, populate the elements with their desired values and set the change flag attribute to “Added”.

```
…
<AcceptanceInspection changeFlag=”Added”>
        <Action>Inspection</Action>
        <Location>Source</Location>
        <SpecialInstruction>Inspect in full sun</SpecialInstructions>
</AcceptanceInspection>
…
```

6. Changing a Set of Elements via Attributes

Rule: When the modification changes one or more values of the elements in a set and those changes are recorded via XML attributes, populate the elements with its new or desired values, set the change flag attribute to “Modified”, place the old/original values from the procurement instrument document being modified into the ‘previous’ attributes, and provide a description of the change in the change text attribute.

```
…
<AcceptanceInspection changeFlag=”Modified” changeText=”Changing inspection location from source to destination.”
previousAction=”Inspection” previousLocation=”Source” previousInstruction=”Inspect in full sun” >
        <Action>Inspection</Action>
        <Location>Destination</Location>
        <SpecialInstruction>Inspect in full sun</SpecialInstructions>
</AcceptanceInspection>
…
```

7. Changing Amounts via Attributes

Rule: When the modification changes the value of an amount, the increase or decrease between the previous and new amount must be provided in a delta amount attribute.

Increase in Amount:

```
…
<OtherAmounts changeFlag="Modified" changeText="Base Price increased by $200,000.  From $500,000 to $700,000."
previousAmountDescription="Base Price" previousAmount="500000" deltaAmount="200000">
        <AmountDescription>Base Price</AmountDescription>
        <Amount>700000</Amount>
</OtherAmounts>
…
```

Decrease in Amount:

```
…
<OtherAmounts changeFlag="Modified" changeText="Base Price decreased by $200,000.  From $500,000 to $300,000."
previousAmountDescription="Base Price" previousAmount="500000" deltaAmount="-200000">
        <AmountDescription>Base Price</AmountDescription>
        <Amount>300000</Amount>
</OtherAmounts>
…
```

8. Required Procurement Instrument Identifiers

Rule: For a modification document, the preceding procurement instrument identifiers that represent the document that is being modified must be provided. At a minimum, this would be the procurement instrument identifier of the original award document. In addition, the identifiers for the last administrative modification and the last procurement modification, as applicable, should be provided if the modification is being performed against a whole or conformed contract document.

Implementation (Header): Provide the original award document in *Procurement Instrument Header/Procurement Instrument Identifier/Procurement Instrument Number/ section* and populate *…/Procurement Instrument Description* with "Contract being Modified – Award". If applicable, provide the last administrative modification number and last procurement modification number, populating *…/Procurement Instrument Description* with "Contract being Modified – ACO Modification" and "Contract being Modified – PCO Modification" respectively.

```
…
<ProcurementInstrumentIdentifier>
        <ProcurementInsturmentOrigin>Department of Defense</ProcurementInstrumentOrigin>
        <ProcurementInsturmentVehicle>Delivery Order</ProcurementInstrumentVehicle>
        <ProcurementInstrumentNumber>
                <EnterpriseIdentifier>N00019</EnterpriseIdentifier>
                <Year>10</Year>
                <ProcurementInstrumentTypeCode>F</ProcurementInstrumentTypeCode>
                <SerializedIdentifier>1004</SerializedIdentifier>
        </ProcurementInstrumentNumber>
        <ProcurementInstrumentDescription>Contract being Modified - Award</ProcurementInstrumentDescripton>
</ProcurementInstrumentIdentifier>

<ProcurementInstrumentIdentifier>
        <ProcurementInsturmentOrigin>Department of Defense</ProcurementInstrumentOrigin>
        <ProcurementInsturmentVehicle>Delivery Order</ProcurementInstrumentVehicle>
        <ProcurementInstrumentNumber>
                <EnterpriseIdentifier>N00019</EnterpriseIdentifier>
                <Year>10</Year>
                <ProcurementInstrumentTypeCode>F</ProcurementInstrumentTypeCode>
                <SerializedIdentifier>1004</SerializedIdentifier>
                <ProcurementInstrumentModificationIdentifier>P0001</ProcurementInstrumentModificationIdentifier>
        </ProcurementInstrumentNumber>
        <ProcurementInstrumentDescription>Contract being Modified – PCO Modification</ProcurementInstrumentDescripton>
</ProcurementInstrumentIdentifier>

<ProcurementInstrumentIdentifier>
        <ProcurementInsturmentOrigin>Department of Defense</ProcurementInstrumentOrigin>
        <ProcurementInsturmentVehicle>Delivery Order</ProcurementInstrumentVehicle>
        <ProcurementInstrumentNumber>
                <EnterpriseIdentifier>N00019</EnterpriseIdentifier>
                <Year>10</Year>
                <ProcurementInstrumentTypeCode>F</ProcurementInstrumentTypeCode>
                <SerializedIdentifier>1004</SerializedIdentifier>
                <ProcurementInstrumentModificationIdentifier>A0003</ProcurementInstrumentModificationIdentifier>
        </ProcurementInstrumentNumber>
        <ProcurementInstrumentDescription>Contract being Modified – ACO Modification</ProcurementInstrumentDescripton>
</ProcurementInstrumentIdentifier>
…
…
```

```
<ProcurementInstrumentIdentifier>
        <ProcurementInsturmentOrigin>Department of Defense</ProcurementInstrumentOrigin>
        <ProcurementInsturmentVehicle>Delivery Order</ProcurementInstrumentVehicle>
        <ProcurementInstrumentNumber>
                <EnterpriseIdentifier>N00019</EnterpriseIdentifier>
                <Year>10</Year>
                <ProcurementInstrumentTypeCode>F</ProcurementInstrumentTypeCode>
                <SerializedIdentifier>1004</SerializedIdentifier>
                <ProcurementInstrumentModificationIdentifier>P0002</ProcurementInstrumentModificationIdentifier>
        </ProcurementInstrumentNumber>
        <ProcurementInstrumentDescription>Represented Contract</ProcurementInstrumentDescripton>
</ProcurementInstrumentIdentifier>
…
```

9. Procurement Instrument Identifier of Represented Contract (Modification)

Rule: The procurement instrument award modification number of the represented contract must contain one and only one modification identifier for either an order number or a procurement instrument.

Implementation (Header): If …/ *Award Modification Instrument/ Procurement Instrument Header/ Procurement Instrument Identifier/ Procurement Instrument Description* = "Represented Contract" then one and only one of *…/Order Modification Identifier* or *…/Procurement Instrument Modification Identifier* may be provided in the corresponding *…/Procurement Instrument Number*.

Order Modification:

```
…
<ProcurementInstrumentIdentifier>
        <ProcurementInstrumentOrigin>Department of Defense</ProcurementInstrumentOrigin>
        <ProcurementInstrumentVehicle>Purchase Order</ProcurementInstrumentVehicle>
        <ProcurementInstrumentNumber>
                <EnterpriseIdentifier>N00019</EnterpriseIdentifier>
                <Year>10</Year>
                <ProcurementInstrumentTypeCode>F</ProcurementInstrumentTypeCode>
                <SerializedIdentifier>1004</SerializedIdentifier>
                <OrderNumber>0001</OrderNumber>
                <OrderModificationIdentifier>01</OrderModificationIdentifier>
        </ProcurementInstrumentNumber>
        <ProcurementInstrumentDescription>Represented Contract</ProcurementInstrumentDescripton>
</ProcurementInstrumentIdentifier>
…
```

Procurement Instrument Modification:

```
…
<ProcurementInstrumentIdentifier>
        <ProcurementInstrumentOrigin>Department of Defense</ProcurementInstrumentOrigin>
        <ProcurementInstrumentVehicle>Purchase Order</ProcurementInstrumentVehicle>
        <ProcurementInstrumentNumber>
                <EnterpriseIdentifier>N00019</EnterpriseIdentifier>
                <Year>10</Year>
                <ProcurementInstrumentTypeCode>F</ProcurementInstrumentTypeCode>
                <SerializedIdentifier>1004</SerializedIdentifier>
                <ProcurementInstrumentModificationIdentifier>A00001</ProcurementInstrumentModificationIdentifier>
        </ProcurementInstrumentNumber>
        <ProcurementInstrumentDescription>Represented Contract</ProcurementInstrumentDescripton>
</ProcurementInstrumentIdentifier>
…
```

10. Modifying an Obligated Amount to Zero

Rule: When an obligated amount is changed to zero at the contract level, the obligated amount must be deleted. It cannot be changed to zero by changing the dollar amount.

Implementation (Header): To change an obligated amount to zero, provide an instance of *…/ Award Modification Instrument/ Procurement Instrument Header/ Procurement Instrument Amounts/ Obligated Amounts Modification Details/ Deleted Obligated Amounts/* . Do not use *…/ Award Modification Instrument/ Procurement Instrument Header/ Procurement Instrument Amounts/ Obligated Amounts Modification Details/ Changed Obligated Amounts/* .

```
…
<DeletedObligatedAmounts>
        <ObligatedAmount>30000</ObligatedAmount>
        <FinancialReference>
                <FinancialCodeDescription>Accounting Classification Reference Number (ACRN)</FinancialCodeDescription>
                <FinancialCodeValue>BB</FinancialCodeValue>
        </FinancialReference>
        <LoaDetails>
                <Blob>97X449305F20000C101300681422F255000DSAM0086301</Blob>
        </LoaDetails>
</DeletedObligatedAmounts>
…
```

Definitions

Term	Context	Definition
End Item Program	Reference Number	Type designation or equivalent
Technical Document Number	Product Service Data	Identification number assigned to a self-contained body of information or data that can be packaged for delivery on a single medium. Some examples of documents are: drawings, reports, standards, databases, application software, engineering designs, virtual part-models, etc. Excludes technical manuals.
Technical Manual Number	Product Service Data	Identification number assigned to a technical manual.
Bi-Weekly	Payment Frequency	Occurring every two weeks.
Bi-Annually	Payment Frequency	Occurring every two years.
Semi-Monthly	Payment Frequency	Occurring twice a month.
Semi-Annually	Payment Frequency	Occurring twice a year.
Total Contract Value	Other Amounts	The total of the base and exercised options values (see FPDS).
Total Funded Amount	Header Obligated Amounts	The sum of all obligated amounts.