

APPENDIX F-246

ACTIVE CONTRACTS WITH EXPIRING OPTIONS - NSN

1. PURPOSE

To provide the IM with a listing of Active Contracts with expiring options. This report notifies the IM that the Option Provision Date is about to expire within the next 45 days. Reviewing this notification of Option Expiration Date will enable the IM to exercise the option provision of a contract, thus reducing Administrative Leadtime and possibly realizing savings in unit prices over new award unit prices.

2. ORIGIN

This report is generated as appendix F-57 to DLAM 4715.1 by the Contracting Subsystem whenever the date in the Option Provision Date field of the Active Contract File (ACF) is greater than the date of the report but is equal to or less than the date of the report plus 45 days.

3. FREQUENCY

Weekly

4. FORMAT

a. Heading Line (Standard Identification).

b. Data Organization:

(1) Sequence:

(a) Major is IM ORC.

(b) Minor is NSN.

(2) Number of lines per page varies.

(3) Double spaced.

(4) Page break is on IM ORC.

c. Captions of Data Elements:

(1) NSN - National Stock Number applicable to active contract (PIIN).

(2) PIIN - Active Contract Number.

(3) CAGE - Commercial and Government Entity

(4) AWD DT - Award Date.

(5) OPTION EXP DT - Option Provision Date.

(6) BR/BUY - Branch/Buyer.

5. DISTRIBUTION AND RETENTION

One copy to the IM which will be retained until writeout has served its purpose.

6. PROCEDURES FOR REVIEW AND PROCESSING

The IM will review the asset position of NSNs listed on this report; and if necessary, contact the Branch/Buyer to find out the option quantity. If the option is to be exercised, the IM will initiate purchase for the additional quantity IAW chapter 3, appendix E-307 P, and appendix E-506 P.

F-57-1 IN- XX ACTIVE CONTRACTS WITH EXPIRING OPTIONS-HSN PAGE NR XXXX AS OF DD MO YY

NSN	PIIN	FSCN	AMD DT	OPTION EXP DT	BR/BUY
1234004578912	DLA70078C0002	34567	78050	78181	A1-101
1524005678913	DLA70078C0191	45678	78089	78234	A2-104
1325005691234	DLA70078C0202	24897	78112	78276	B4-111

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