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IN REPLY  
REFER TO

**SMSG**

**09/26/2024**

**SUBJECT:** Use of Required Forms for pricing submissions to the Manufacturing Pricing Agreement Program: Modification P0004

**Reference:** Manufacturing Pricing Agreement V. 1.8 dated 9-12-2024

**Valued Manufacturers:**

The Manufacturing Pricing Agreement (**MPA**) V. 1.8 dated 9-12-2024, page 10) stipulates that, "All modifications to this MPA shall be in writing and shall be signed by the DLA TROOP SUPPORT Contracting Officer and the authorized representative of the MPA Holder, except for administrative modifications, which may be issued unilaterally."

This modification to the MPA is stipulating the additional use of forms you are required to forward with your monthly submissions.

Please begin sending these documents with each monthly pricing submission:

1. Import Pricing Template,
2. Import Published Commercial Pricing Template (PCPL), and
3. Associate document, which is the PCPL (usually in a pdf format) and is based on what you forward to the public, highlighting those items that appear in the MPA import spreadsheet to the corresponding PCPL, pdf. see definitions of price lists at the end of this document and
4. Monthly Pricing Submission spreadsheet

**Note:** If your business model is not established catalog but competitive pricing then you are not required to submit a PCPL.

These forms are to accompany the submission of the monthly price spreadsheets that are forwarded to the **DLA Troop Support MPA Product Pricing Schedule** [mpapricingschedule@dla.mil](mailto:mpapricingschedule@dla.mil) mailbox according to the Submission Criteria Schedule.

You may find these forms on the webpage if you have not already received them from the pricing analyst along with the MPA V 1.8 dated 9-12-2024 at: [MPA, NAPA, Pricing \(dla.mil\)](https://dla.mil/MPA/NAPA/Pricing)

## **PURPOSE:**

**IMPORT Template:** The Import Template is a .csv file that is imported to DLA's system of record STORES, STORES 1.0. The Import Template has many of the fields that are in the formatted excel submission spreadsheet that you have been sending to MPA for as long as you have been part of the program. With this new import file MPA will be able to keep a record of manufacturer pricing linking and validating against the OCONUS Prime Vendor catalogs. Eventually when STORES 2.0 goes live MPA will do away with the formatted excel submission spreadsheet you have been sending and only the IMPORT Templates will be part of the MPA program.

**Import Published Commercial Pricing Lists:** This Import PCPL is a .csv file and is also imported to DLA's system of record. Initially, when the manufacturer comes onboard to MPA, they declare what pricing model they will be using when submitting their prices.

These two pricing models are either:

1. An "Established Catalog" (published commercial pricing lists) A price included in a catalog, price list, schedule, or other form that is regularly maintained by the manufacturer or vendor (established catalog / market prices), is either published or otherwise available for inspection by customers, and states prices at which sales are currently, or were last, made to a significant number of buyers constituting the public. A government-only price list without commercial sales does not meet the definition.,  
Or:
2. "Competitive" (Determining price reasonableness primarily through, but not limited to, comparative price analysis, the use of government in-house records, data obtained from market environment, and/or published commercial indices.

## **Definitions of Price Lists found in the MPA Agreement:**

1. **Published Commercial Price List:** A price included in a catalog, price list, schedule, or other form that is regularly maintained by the manufacturer or vendor, is either published or otherwise available for inspection by customers, and states prices at which sales are currently, or were last, made to a significant number of buyers constituting the public. **A government-only price list without commercial sales does not meet the definition.**
2. **National Pricing List:** Same delivered pricing throughout the 48 contiguous States.
3. **Special Government/Military Pricing:** Special Government or Military pricing bracket discounted and supported by Published Commercial Price List.

V/R

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