

Cost/Price Analysis Form

(To be completed for purchases made without competition in excess of prime source.)
Please "X" blank by appropriate choice.

PURCHASE ORDER NUMBER _____

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

_____ Commercial Catalog/Published Price

Number _____ Date _____ Page _____

_____ Established Market Price:

Means of Verification _____

_____ Comparison with Prior Purchases of Same or Similar Item:

Vendor _____

Order No. _____ Date Purchased _____

Quantity _____ Unit _____ Unit Price _____

BASIS FOR DETERMINING PRIOR PRICE REASONABLE _____

_____ Value Analysis by Buyer/User/Technical Personnel (incl. review of technical data, examination of sample, etc.)

(Specify): _____

_____ Other (set forth specific reason, e.g., valid purchase request estimate, minimum order quantity, high priority and delivery, special packaging/marketing):

B. REASONS FOR SOLICITING ONLY ONE SOURCE: _____

FOR PURCHASING OFFICE USE ONLY

Signature of Buyer

DATE