

15.204-1 Uniform contract format.

(a) *Contracting officers shall* prepare *solicitations* and resulting contracts using the uniform contract format outlined in Table 15-1 of this subsection.

(b) *Solicitations* using the uniform contract format *shall* include Parts I, II, III, and IV (see [15.204-2](#) through [15.204-5](#)). Upon award, *contracting officers shall* not physically include Part IV in the resulting contract, but *shall* retain it in the contract file. (See [4.1201\(c\)](#).) The representations and certifications are incorporated by reference in the contract by using [52.204-19](#) (see [4.1202\(b\)](#)) or for *acquisitions of commercial products and commercial services* see [52.212-4\(v\)](#).

Table 15-1 - Uniform Contract Format

Section	Title
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Part I-The Schedule

A	<i>Solicitation</i> /contract form
B	<i>Supplies</i> or services and prices/costs
C	Description/specifications/statement of work
D	Packaging and marking
E	<i>Inspection</i> and acceptance
F	Deliveries or performance
G	Contract administration data
H	Special contract requirements

Part II-*Contract Clauses*

I	<i>Contract clauses</i>
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Part III-List of Documents, Exhibits, and Other Attachments

J	List of attachments
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Part IV-Representations and Instructions

Section	Title
K	Representations, certifications, and other statements of <i>offerors</i> or respondents
L	Instructions, conditions, and notices to <i>offerors</i> or respondents
M	Evaluation factors for award

Parent topic: [15.204 Contract format.](#)