15.505 Preaward debriefing of offerors.

Offerors excluded from the competitive range or otherwise excluded from the competition before award *may* request a debriefing before award (10 U.S.C. 3305 and 41 U.S.C.3705).

(a)

(1) The *offeror may* request a preaward debriefing by submitting a written request for debriefing to the *contracting officer* within 3 days after receipt of the notice of exclusion from the competition.

(2) At the *offeror*'s request, this debriefing *may* be delayed until after award. If the debriefing is delayed until after award, it *shall* include all information normally provided in a postaward debriefing (see 15.506(d)). Debriefings delayed pursuant to this paragraph could affect the timeliness of any protest filed subsequent to the debriefing.

(3) If the *offeror* does not submit a timely request, the *offeror* need not be given either a preaward or a postaward debriefing. *Offerors* are entitled to no more than one debriefing for each proposal.

(b) The *contracting officer shall* make every effort to debrief the unsuccessful *offeror* as soon as practicable, but *may* refuse the request for a debriefing if, for compelling reasons, it is not in the best interests of the Government to conduct a debriefing at that time. The rationale for delaying the debriefing *shall* be documented in the contract file. If the *contracting officer* delays the debriefing, it *shall* be provided no later than the time postaward debriefings are provided under 15.506. In that event, the *contracting officer shall* include the information at 15.506(d) in the debriefing.

(c) Debriefings *may* be done orally, *in writing*, or by any other method acceptable to the *contracting officer*.

(d) The *contracting officer should* normally chair any debriefing session held. Individuals who conducted the evaluations *shall* provide support.

(e) At a minimum, preaward debriefings *shall* include-

(1) The agency's evaluation of significant elements in the *offeror*'s proposal;

(2) A summary of the rationale for eliminating the *offeror* from the competition; and

(3) Reasonable responses to relevant questions about whether source selection procedures contained in the *solicitation*, applicable regulations, and other applicable authorities were followed in the process of eliminating the *offeror* from the competition.

(f) Preaward debriefings *shall* not disclose-

(1) The number of *offerors*;

(2) The identity of other *offerors*;

(3) The content of other *offerors*' proposals;

(4) The ranking of other *offerors*;

(5) The evaluation of other *offerors*; or

(6) Any of the information prohibited in 15.506(e).

(g) An official summary of the debriefing *shall* be included in the contract file.

Parent topic: Subpart 15.5 - Preaward, Award, and Postaward Notifications, Protests, and Mistakes