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Subpart 5613.1 - PROCEDURES

5613.106 Soliciting Competition, Evaluation of Quotations or Offers, Award and Documentation.

5613.106-1 Soliciting Competition.

(Revised December 2015)

(b)(1) The simplified acquisition file shall contain documentation of the approval for restricting competition to single small or large business source prior to synopsis when it is required in accordance with FAR 5.101 , or when an exception under FAR 5.202 is applicable.

(c)(1)(iii) Document the simplified acquisition file with a statement justifying why the synopsis requirements of FAR 5.202 do not apply on actions over $10,000. The Contracting Officer shall approve the justification prior to soliciting bids.

Subpart 5613.2 - ACTIONS AT OR BELOW THE MICROPURCHASE THRESHOLD

5613.201 General.

(Revised June 2021)

(a) Contracting offices shall delegate the authority for all micro-purchase requirements to the requiring activities. Micro-purchase requirements shall be purchased using the government-wide Commercial purchase card or by ordering officials appointed in accordance with 5601.602-2-90 . For exceptions to the use of the government-wide commercial purchase card, see DFARS 213.270 .

(g) The Director of Procurement, USSOCOM, as the head of agency, delegates the authority to determine applicability of FAR 13.201(g) to the Contracting Officer. The rationale for the determination must be documented in the contract file. For exceptions to the use of the government-wide commercial purchase card, see DFARS 213.270 . **DCG**

Subpart 5613.3 - SIMPLIFIED ACQUISITION METHODS

5613.301 Governmentwide Commercial Purchase Card.

(Revised June 2018)

(b) Refer to the publication, USSOCOM Procedures for Use of the Government-wide Purchase Card (GPC), for procedures on the use and control of the card.

(c) *(Removed June 2018)*

5613.302 Purchase Orders.

5613.302-1 General.

(a) Contracting officers must document the justification for awarding an other than firm-fixed price purchase order in the contract file.

(b)(4) Briefly annotate the simplified acquisition file with the reason for using delivery terms other than F.O.B. destination for deliveries made within the continental United States.

5613.302-2 Unpriced Purchase Orders.

(c) A certified funding document for the monetary limit of the order shall be provided prior to issuance of an unpriced purchase order.

5613.303 Blanket Purchase Agreements.

5613.303-5 Purchases under BPAs.

5613.303-5-90 Ordering Officer Limitations.

(Revised June 2021)

Ordering Officers may not place individual purchase call orders against decentralized BPAs in excess of $35,000.

5613.303-6 Review Procedures.

(c) Chief, Contracting Office is responsible for ensuring all BPAs, including decentralized are reviewed on an annual basis in accordance with FAR 13.303-6 . All discrepancies noted shall be annotated with the corrective action taken.

5613.306 SF 44, Purchase OrderInvoiceVoucher.

(Revised June 2021)

(a)(1) The Director of Procurement retains the authority to approve requests for higher dollar limitations for specific activities or items on a case-by-case basis. Contracting officers shall submit

requests for authorization of higher dollar limitations for ordering officers in writing through the Directorate of Procurement liaison officer. The request shall address the circumstances for use, purpose, dollar limitation and the mission impact of the higher limit. No purchases may exceed the simplified acquisition threshold.

Subpart 5613.5 - SIMPLIFIED PROCEDURES FOR CERTAIN COMMERCIAL ITEMS

5613.500 General.

(a)

(i) Solicitations and awards shall be reviewed and approved in accordance with Attachment 5601-1 .

(ii) Contracting officers with a Simplified Acquisition Threshold warrant cannot sign awards made in accordance with the authority of this paragraph.

5613.501 Special Documentation Requirements.

(Added August 2016)

(a)(ii) The J&A template can be found in the DCG. IAW FAR 13.501(a)(ii), modify the J&A to reflect the procedures in 13.5 were used.

HQ, United States Special Operations Command

Special Operations Forces Acquisition, Technology, and Logistics (SOF AT&L-K)

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