# SUBPART 5813.1 – PROCEDURES

**Parent topic:** PART 5813 - SIMPLIFIED ACQUISITION PROCEDURES

## 5813.106-3 Award and Documentation

(S-90) *Documenting the Basis for Award - Inquiry/Quote/Order (I/Q/O) Process*. An I/Q/O Price Negotiation Memorandum (PNM) for Communication Service Authorizations (CSA) shall be prepared for all I/Q/O contracting actions (excluding administrative modifications) and included in the official contract file. This I/Q/O PNM is applicable for use on telecommunication services and equipment accomplished using the I/Q/O process or the North Atlantic Treaty Organization (NATO) Allied Long Lines Agency (ALLA)/National Allied Long Lines Agency (NALLA) circuit demand process under the threshold at FAR 13.500(a). The I/Q/O PNM located at DARS PGI 5813.106-3(S-90) fulfills the documentation requirements in FAR 13.106-3 and provides the determination of fair and reasonable pricing.