

Post Awards – Resolving Issues

ORDER FOR SUPPLIES OR SERVICES <i>(Contractor must submit four copies of invoice.)</i>				Form Approved OMB No. 0704-0187 Expires Jun 30, 1997	PAGE 1 OF <b>15</b>
Public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0187), Washington, DC 20503.					
<b>PLEASE DO NOT RETURN YOUR FORM TO EITHER OF THESE ADDRESSES. SEND YOUR COMPLETED FORM TO THE PROCUREMENT OFFICIAL IDENTIFIED IN ITEM 6.</b>					
1. CONTRACT/PURCH ORDER NO. <b>SPM4A7-08-M-4810</b>	2. DELIVERY ORDER NO.	3. DATE OF ORDER (TTMM/DD) <b>2008 JAN 11</b>	4. REQUISITION/PURCH REQUEST NO. <b>0015276039</b>	5. PRIORITY <b>DOA1</b>	
6. ISSUED BY <b>DEFENSE SUPPLY CENTER RICHMOND AVIATION SUPPLY CHAIN 8000 JEFFERSON DAVIS HIGHWAY RICHMOND VA 23297-5770 Local Administrator: PARDACE (804)279-5278 E-mail: Gloria.Williams@dia.mil</b>		7. ADMINISTERED BY (if other than 6) <b>DCMA SANTA ANA 34 CIVIC CENTER PLAZA ROOM 5001 SANTA ANA CA 92701-4056</b>	8. DELIVERY FOB <input checked="" type="checkbox"/> DEST <input type="checkbox"/> OTHER <i>(See Schedule if other)</i>		
9. CONTRACTOR  NAME AND ADDRESS	10. DELIVER TO FOB POINT BY (Date) (TTMM/DD) <b>2009 JAN 05</b>	11. MARK IF BUSINESS <input type="checkbox"/> SMALL <input type="checkbox"/> SMALL DISADVANTAGED <input type="checkbox"/> WOMEN-OWNED	12. DISCOUNT TERMS <b>NET 30 days</b>		
13. MAIL INVOICES TO <b>See Block 15</b>		14. SHIP TO See Schedule - Do Not Ship to Address in Block 6			
15. PAYMENT WILL BE MADE BY <b>DFAS BVDP (SL4701) P.O. BOX 369031 COLUMBUS OH 43236-9031</b>		MARK ALL PACKAGES AND PAPERS WITH CONTRACT OR ORDER NUMBER			
16. TYPE OF ORDER DELIVERY PURCHASE	This delivery order is based on another Government agency or in accordance with and subject to terms and conditions of above numbered contract. Reference your <b>offer dated 2007 NOV 28, 171133</b> and furnish the following on terms specified herein. <b>ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.</b>				
NAME OF CONTRACTOR		SIGNATURE		TYPED NAME AND TITLE	
If this box is marked, supplier must sign acceptance and return the following number of copies:					

1. The full contact information for the local administrator at the buying agency is shown in Block 6. This person is usually a post-awards specialist who can answer your questions.
2. The contract is often also administered locally by the Defense Contract Management Agency (DCMA). You can also call up this local office to seek additional information. During the production phase of a contract the DCMA is tasked with:
  - a. Participating on pre-award survey and post-award conference teams.
  - b. Providing physical/functional configuration audits.
  - c. Providing engineering change support.
  - d. Providing support for processing waivers/deviations.
  - e. Providing support for material reviews/corrective measures.
  - f. Providing support for vendor control/product delivery.

Remember, it is normally the DCMA who will inspect the product and authorize its shipment at the conclusion of your work so keeping them informed of any issues is wise.

3. You should take note in Block 16 if you are required to sign and return copies of the purchase order to indicate your acceptance of the order. In many instances the order is unilateral, with the government committing to buy, but without an acceptance on your part required.