

APPROVAL AUTHORITY FOR DIRECTED CONTRACTS

NPP Entity:

Supplier / Contractor:

Description of goods or service:

Estimated or actual contract amount (excl tax):

Contract term:

Was this contract directed in the past? Y N How many times?

Circumstance(s) that make(s) direct contracting acceptable: (please check one or more)

The need is pressing emergency and delay would prevent the contracting authority from meeting operational requirements of NPP programs and activities;

There is only one supplier capable of providing the required goods and services or capable of performing the work; and

The competitive process would not result in obtaining the best value.

Provide further details to substantiate the need for direct contracting. Enclose relevant documents to substantiate the requirement:

Bases/Wings/Ships/Units/Deployed Operations

| | |
|------------------------------------|---|
| Individually delegated authorities | For \$ limits, consult an individual DOA or contact a local accounting office |
| Branch/Regimental Chair | Up to 25K |
| B/W/S/U or Command Fund Appointee | Up to 50K |
| Sr VP, PSP | Up to 100K |
| Chief Operations Officer | Up to 500K |
| Managing Director NPP | Up to 6M |

CFMWS and Central Funds

| | |
|---|---|
| Individually delegated authorities | For \$ limits, consult an individual DOA or contact a local accounting office |
| CFMWS Division Head | Up to 100K |
| Chief Operations Officer (for COO divisional matters) | Up to 100K |
| Chief Operations Officer | Up to 3M |
| Managing Director NPP | Up to 6M |

Prepared by (Name and Position): _____

Recommended by (Name and Position): _____

Approving Authority (Printed name and signature) _____ Date _____

Notes:

1. To obtain CEO/MD NPP and COO approval, a Briefing Note must accompany.
2. Once approved, this form is to remain in the appropriate contracting file and must be available for review.