

<b>CBSD 1005 Product Pricing Information</b>									
<input type="checkbox"/> Negotiation - attach CBSD 1005-A Recommendation for Initial Price/Price Change Determination									
<input type="checkbox"/> Market Survey - attach CBSD 1005-B1 Price Determination for Proposed AbilityOne Products									
<input type="checkbox"/> Attach CBSD 1005-B2 Price Comparison of Proposed AbilityOne Products to Similar AbilityOne Products									
<input type="checkbox"/> Attach CBSD 1005-B3 Price Change Determination for AbilityOne Products									
<input type="checkbox"/> If other, please explain.									
<b>Recommended Fair Market Price (FMP)</b>								<b>MAS Distributor (if applicable)</b>	
NSN	Product Name	NSN Description	Unit of Issue	Price Category	FOB Origin	Freight Amount	FOB Destn	MOQ	Freight Amount
Initials: CNA _____									
NPA _____									
CA/PA _____									

Product Pricing Memorandum No 2 (PR 2)  
**CBSD 1005 Pricing** Format Instructions:

Column	Description
NSN	National Stock Number
Product Name	General product name
NSN Description	The description of each NSN, e.g. what distinguishes one NSN from another in terms of size, color, etc.
Unit of Issue	Use official 2-letter unit code.
Price Category	Use <b>ONLY</b> if there is more than one origin or destination price; such as, quantity breaks, option years, etc.
FMP FOB Origin	Unit price without freight
FMP Freight	Unit freight if FMP FOB Destination.
FMP FOB Destination	Unit price with freight.
MAS Distributor MOQ	Minimum order quantity for MAS Distribution (if applicable)
MAS Distributor Freight Amount	Unit freight price for MAS Distribution (if applicable)

**CBSD 1005-A**

**RECOMMENDATION FOR INITIAL PRICE/PRICE CHANGE DETERMINATION**

The \_\_\_\_\_ (Contracting Activity) and \_\_\_\_\_ (Nonprofit Agency) have concurred to the recommended base price(s) for the product(s) as indicated on CBSD 1005 Product Pricing Information form.

The recommended prices(s) will be effective on \_\_\_\_\_ or upon Committee approval, whichever is latest.

The following mechanism will be used to adjust the future price recommendations:

- Recommended price(s) will be negotiated.
- Recommended price(s) will be adjusted using the Bureau of Labor Statistics Producer Price Index (PPI).  
NAICS code: \_\_\_\_\_
- Recommended price(s) will be adjusted by an Economic Price Adjustment (EPA) clause as stipulated in the attached document.

**INITIAL PRICE: THE CONTRACTING ACTIVITY MAY ONLY ISSUE THE CONTRACT/ORDER AT THE APPROVED PRICE 30 DAYS FROM THE DATE OF THE "NOTICE OF CHANGE TO THE PROCUREMENT LIST - ADDITION".**

**PRICE CHANGE: THE CONTRACTING ACTIVITY MAY ISSUE THE CONTRACT/ORDER/MODIFICATION WITH THE NEW AGREED PRICE ONLY AFTER THE COMMITTEE HAS APPROVED THE PRICE THROUGH THE ISSUANCE OF A "NOTICE OF CHANGE TO THE PROCUREMENT LIST - PRODUCT PRICE CHANGE".**

**CONTRACTING ACTIVITY**

As Contracting Officer, I certify that I have determined the price recommendation to be fair and reasonable in accordance with The Committee's Pricing Memorandum No. 2 and using the standards set forth in FAR 15.404-1 Proposal Analysis Techniques. The analysis method used for determining the recommended price(s) to be fair and reasonable was:  
\_\_\_\_\_ Price Analysis \_\_\_\_\_ Cost Analysis \_\_\_\_\_ Cost-realism Analysis \_\_\_\_\_ Other (Explain)

_____	_____	_____
CONTRACTING OFFICER	SIGNATURE	DATE

**NONPROFIT AGENCY**

As the Nonprofit Agency representative, I certify that we have participated in development of this FMP recommendation and agree to provide the products according to the pricing terms and conditions of this agreement.

_____	_____	_____
NAME AND TITLE	SIGNATURE	DATE

**CENTRAL NONPROFIT AGENCY**

In accordance with the Code of Federal Regulations (CFR 51-3.2(e) and 51-3.2(i)), as the Central Nonprofit Agency representative, I certify that my organization has participated in the development and/or review of the recommended FMP and that the Contracting Officer has indicated their agreement with the recommended price. I recommend the Committee approve the Fair Market Price.

_____	_____	_____
NAME AND TITLE	SIGNATURE	DATE

Product Pricing Memorandum No 2 (PR 2)

**CBSD 1005B-1 Price Determination for Proposed AbilityOne Products**

**Data for Comparable Existing AbilityOne Products**

Date of Research	
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NPA Name	
NPA City/State	

Similar AbilityOne Product Retail Price	
Product Name	
NSN	

Section 1			
Vendor Name #1			
	Current FMP	Vendor's Current GSA Advantage Retail Price	Total markup over FMP

Section 2			
Vendor Name #2			
	Current FMP	Vendor's Current GSA Advantage Retail Price	Total markup over FMP

Section 3			
Vendor Name #3			
	Current FMP	Vendor's Current GSA Advantage Retail Price	Total markup over FMP

Approved for use after:  
REVISED:

Date Printed:

### **Instructions for CBSD 1005B-1 Worksheet – Price Determination for Proposed AbilityOne Products**

The instructions outlined below are based on using an Excel spreadsheet. The purpose of Form CBSD 1005B-1 is to document the comparison of a specific AbilityOne product to a proposed new product.

1. Enter the date you obtained the AbilityOne retail prices and the commercial retail prices from the websites in the shaded box at the top of the spreadsheet. The price information should be obtained on the same day or within a few days timeframe. The date should appear on the printed pages of the website.
2. Enter the CRP/NPA Name in the shaded box at the top of the spreadsheet.
3. Enter the City and State where the CRP/NPA is located in the shaded box at the top of the spreadsheet.
4. Identify an existing AbilityOne product that is similar to the AbilityOne product proposed or recommended for a price change.
5. Enter the Product Name of the similar AbilityOne Product in the shaded box.
6. Enter the similar AbilityOne product's NSN in the shaded box.

### **Sections 1, 2, 3 – Vendors Information**

1. Enter the Current FMP of the similar AbilityOne Product in the shaded box. The appropriate boxes in Section 2 and Section 3 will automatically be completed.
2. Locate three Vendors' Current *GSA Advantage!* Retail Prices of the existing AbilityOne product that is similar to the new AbilityOne product proposed for addition. .
3. Enter each Vendor's Name for each of the three lowest AbilityOne retail prices for the similar AbilityOne Product found on *GSA Advantage!* in the shaded box. Include JWOD.com and GSA depots if they are one of the three lowest or the only sources available.
4. Enter the respective Vendor's Current *GSA Advantage!* Retail Price for the similar AbilityOne Product in the shaded box. The spreadsheet automatically calculates the vendor's Total markup over FMP.

Product Pricing Memorandum No 2 (PR 2)

**CBSD 1005B-2 Price Comparison of Proposed AbilityOne Products to Similar Commercial Products**

Date of Research	
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NPA Name	
NPA City/State	

New Product Name	
New NSN	

Section 1		
Vendor Name #1		
Section 1A		
New AbilityOne Retail Price		
New Product Proposed FMP	Total Markup Over FMP	Vendor's New GSA Advantage Retail Price

Section 2		
Vendor Name #2		
Section 2A		
New AbilityOne Retail Price		
New Product Proposed FMP	Total Markup Over FMP	Vendor's New GSA Advantage Retail Price

Section 3		
Vendor Name #3		
Section 3A		
New AbilityOne Retail Price		
New Product Proposed FMP	Total Markup Over FMP	Vendor's New GSA Advantage Retail Price

Section 4			
Commercial Retail Prices - Same or Similar			
Web Price	Supplier name	URL/Web Address	Part Number
	a	<a href="http://www.gsaadvantage.gov">http://www.gsaadvantage.gov</a>	1
	b	<a href="http://www.gsaadvantage.gov">http://www.gsaadvantage.gov</a>	2
	c	<a href="http://www.gsaadvantage.gov">http://www.gsaadvantage.gov</a>	3

**Instructions for CBSD 1005B-2 Worksheet – Price Comparison of Proposed AbilityOne Products to Similar Commercial Products**

The purpose of Form CBSD 1005B-2 is to document the comparison of a similar commercial product to a proposed new product or an existing product that is recommended a price change.

1. Enter the Product Name of the proposed AbilityOne Product in the shaded box at the top of the worksheet.
2. Enter the New NSN in the shaded box at the top of the worksheet.

**Sections 1, 2, 3 – Vendor’s Information**

Enter the New Product Proposed FMP being recommended for the new product in the shaded box in Section 1A. The worksheet will automatically copy the New FMP to the appropriate boxes in Sections 2A and 3A. The worksheet will automatically refer to the completed CBSD 1005B-1 worksheet to obtain the Vendor Name and Total markup over FMP.

The spreadsheet automatically calculates each Vendor’s New GSA Advantage! Retail Price in Sections 1A, 2A, and 3A using each vendor’s respective Total markup over FMP Vendor from CBSD 1005B-1. The formula used is (New Product Proposed FMP + (Total markup over FMP \* New Product Proposed FMP)).

**Section 4 – Commercial Retail Prices – Same or Similar**

Determine the Commercial Retail Prices for “same or similar” commercial products by visiting the Internet websites that offer the commercial products.

1. Print copies of each of the web pages that you obtain the Commercial Retail Web Price with the date printed and the Internet address of the website. Print the detailed description for each of the commercial products used.
2. Enter three Commercial Retail Web Prices in the shaded boxes. The worksheet will automatically enter these prices in the appropriate boxes in Section 5.
3. Enter the corresponding supplier names for each of the Web Prices. The worksheet will automatically enter these prices in the appropriate boxes in Section 5.
4. Enter the corresponding URL/Web Addresses for each of the Web Prices.
5. Enter the corresponding commercial part numbers for each of the Web Prices.

**Section 5 – Comparison Range of AbilityOne Retail Price to Commercial Retail Price**

The spreadsheet automatically completes:

1. AbilityOne Vendor’s Names from Sections 1, 2, and 3
2. AbilityOne Vendor’s New GSA Advantage! Retail Prices from Sections 1A, 2A, and 3A
3. Commercial Retail Web Prices from Commercial products in Section 4
4. Commercial Supplier’s names from Section 4

Product Pricing Memorandum No 2 (PR 2)

**CBSD 1005B-3 Price Change Determination for AbilityOne Products**

Date of Research	
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NPA Name	
NPA City/State	

Product Name	
NSN	

Section 1				
Vendor Name #1				
Section 1A			Section 1B	
Current AbilityOne Retail Price			New AbilityOne Retail Price	
Current FMP	Vendor's Current GSA Advantage Retail Price	Total Markup Over FMP	Proposed FMP	Vendor's New GSA Advantage Retail Price
		N/A		N/A

Section 2				
Vendor Name #2				
Section 2A			Section 2B	
Current AbilityOne Retail Price			New AbilityOne Retail Price	
Current FMP	Vendor's Current GSA Advantage Retail Price	Total Markup Over FMP	Proposed FMP	Vendor's New GSA Advantage Retail Price
0.00		N/A	0.00	N/A

Section 3				
Vendor Name #3				
Section 3A			Section 3B	
Current AbilityOne Retail Price			New AbilityOne Retail Price	
Current FMP	Vendor's Current GSA Advantage Retail Price	Total Markup Over FMP	Proposed FMP	Vendor's New GSA Advantage Retail Price
0.00		N/A	0.00	N/A

Section 4			
Commercial Retail Prices - Same or Similar			
Web Price	Supplier name	Part Number	URL/Web Address
	a	1	<a href="http://www.gsaadvantage.gov">http://www.gsaadvantage.gov</a>
	b	2	<a href="http://www.gsaadvantage.gov">http://www.gsaadvantage.gov</a>
	c	3	<a href="http://www.gsaadvantage.gov">http://www.gsaadvantage.gov</a>

Section 5			
Comparison Range of AbilityOne Retail Price to Commercial Retail Price			
		Web Price	Supplier name
N/A	N/A	N/A	a
N/A	N/A	N/A	b
N/A	N/A	N/A	c

Approved for use after:  
REVISED:

Date Printed:

### **Instructions for CBSD 1005B-3 –Price Change Determination for Existing AbilityOne Products**

This worksheet is intended for use as described in the conducting Price Analysis Using Market Research.

1. Enter the date you obtained the Vendors' Current *GSA Advantage!* Retail Prices and the commercial retail prices from the websites in the shaded box at the top of the worksheet. The price information should be obtained on the same day or within a few days timeframe. The date should appear on the printed pages of the website.
2. Enter the CRP/NPA Name in the shaded box at the top of the spreadsheet.
3. Enter the City and State where the CRP/NPA is located in the shaded box at the top of the spreadsheet.
4. Enter the Product Name of the AbilityOne Product in the shaded box.
5. Enter the AbilityOne product's NSN in the shaded box.

#### **Sections 1, 2, and 3 – Vendors Information**

1. Enter the Current FMP of the AbilityOne product to be repriced in the shaded box. The appropriate boxes in Section 2 and Section 3 will automatically be completed.
2. Locate the three lowest Vendors' Current *GSA Advantage!* Retail Prices of the existing AbilityOne product.
3. Enter each Vendor's Name for each of the three lowest AbilityOne retail prices for the AbilityOne Product found on *GSA Advantage!* in the shaded box. Include JWOD.com and GSA depots if they are one of the three lowest or the only sources available.
4. Enter the respective Vendor's Current *GSA Advantage!* Retail Price in the shaded box in Section 1A, 2A, and 3A. The spreadsheet automatically calculates the Vendor's Total markup over FMP and the Vendor's New *GSA Advantage!* Retail Price in Section 1B, using the vendor's Current Vendor Markup Percent added to the Proposed FMP.

#### **Section 4 – Commercial Retail Prices – Same or similar**

Determine the Commercial Retail Prices for "same or similar" commercial products by visiting the Internet websites that offer the commercial products.

1. Print copies of each of the web pages that you obtain the Commercial Retail Web Price with the date printed and the Internet address of the website. Print the detailed description for each of the commercial products used.
2. Enter three Commercial Retail Web Prices in the shaded boxes. The worksheet will automatically enter these prices in the appropriate boxes in Section 5.

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3. Enter the corresponding supplier names for each of the Web Prices. The worksheet will automatically enter these prices in the appropriate boxes in Section 5.
4. Enter the corresponding URL/Web Addresses for each of the Web Prices.
5. Enter the corresponding commercial part numbers for each of the Web Prices.

### **Section 5 – Comparison Range of AbilityOne Retail Price to Commercial Retail Price**

The spreadsheet automatically completes:

1. AbilityOne Vendor's Names from Sections 1, 2, and 3.
2. AbilityOne Vendor's New *GSA Advantage!* Retail Prices from Sections 1B, 2B and 3B.
3. Commercial Retail Web Prices from Commercial products in Section 4.
4. Commercial Supplier's names from Section 4.