



# SPECIAL DEFENSE ACQUISITION FUND PROCUREMENT PROPOSAL FORM

**WARNING:** This document is considered FOR OFFICIAL USE ONLY (FOUO). It contains information that may be exempt from public release under the Freedom of Information Act (5 U.S.C. 552). It is to be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DoD policy relating to FOUO information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DoD official. Information contained in this message may be covered by the Privacy Act of 1974.

**PURPOSE.** This form is used to recommend defense articles and services for procurement by the SDAF. Additional information about the SDAF can be found in Chapter 11.9 of the Security Assistance Management Manual (SAMM), which is available at <http://www.samm.dsca.mil/chapter/chapter-11>.

## I. Proposal Information

1. Proposal Title
2. Requested by (Service/Agency/Department/Command)
3. Date Prepared (MM/DD/YYYY)
4. Approval Required NLT (MM/DD/YYYY)
5. Funding Provided NLT (MM/DD/YYYY)
6. Supporting Attachment(s) (Optional)
  - Attachment 1:
  - Attachment 2:
  - Attachment 3:

## II. Procurement Data

7. Defense Article or Service
8. Requested Quantity
9. Minimum Quantity
10. Maximum Quantity
11. Unit Price (Requested Quantity)
12. Total Cost (Requested Quantity)
13. Are the amounts provided in Blocks 11 and 12 estimates? Yes (See Block 15) No (See Block 14)

- 14. The unit price will remain valid until (MM/DD/YYYY):
- 15. What is the spend plan? When are the funds needed and when are they expected to be obligated?
- 16. (Optional) Procurement Remarks (Continue in Section VI, if needed)

**III. Storage Plan** (For Articles Only)

- 17. What is the plan to store and maintain the items if they are not sold while in production?

18.	Storage Cost (Per Month)	Estimate	Actual
19.	Transportation Cost (Manufacturer to Storage Location)		Estimate      Actual

**IV. Questions** (Continue comments in Section VI, if needed)

- 20. **Why is the item or service recommended for procurement? How will this proposal make the U.S. Government more responsive to the needs of its international partners?**

21. **What is the known and anticipated international demand for the item or service? For each customer identified, please identify the potential end-user and anticipated end-use, and provide an estimated quantity that will be purchased, the date when the purchase will be made, and the funding source that will be used, if possible.**

22. **Will a Congressional Notification be required to transfer the item or service to any of the countries identified in Block 19?**

No            Yes (If yes, please explain)

23. **How will the item or service be purchased by the SDAF? Will a new contract be required? What are the contracting, production, and delivery lead-times?**

24. **Are there any technology security and foreign disclosure issues that need to be considered? Will the transfer of the item or service to any of the countries listed in Block 19 require an exception to national disclosure policy?**

No            Yes (If yes, please explain)

25. **(Articles Only)** How competitive is the domestic and international market for the item? Is the item available from more than one U.S. manufacturer? What other solutions (U.S. and foreign) are available to provide a partner with the same (or nearly the same) capability?

26. **(Articles Only)** Is the item used by U.S. forces?      No (See Question 29)      Yes (See Questions 27 and 28)

27. **(Articles Only)** Are U.S. forces expected to purchase the item in the future?      Yes      No

28. **(Articles Only)** Could the item be diverted from U.S. forces without causing an adverse impact on U.S. force readiness?

Yes      No

29. **What are the known and likely costs to the U.S. Government, partner nations, and/or U.S. industry if this proposal is not approved?**

## **V. Contact Information**

30. Technical Point of Contact (Name, Rank/Grade, Title, Phone Number, Email Address)

31. Technical Point of Contact (Name, Rank/Grade, Title, Phone Number, Email Address)

32. Financial Point of Contact (Name, Rank/Grade, Title, Phone Number, Email Address)

33. Financial Point of Contact (Name, Rank/Grade, Title, Phone Number, Email Address)

## **VI. Additional Comments**

## VII. Signatures

34. **Prepared by**

Last Name, First Name                      Rank/Grade              Title

Signature                                      Date (MM/DD/YYYY)

35. **Approved by**

**Procurement proposals must be approved at the GS-15/O-6 level or above.**

Last Name, First Name                      Rank/Grade              Title

Signature                                      Date (MM/DD/YYYY)

## VIII. Review

36. **Reviewed by**

**All proposals must be reviewed by the Office of the Deputy Under Secretary of the Air Force, International Affairs; the Office of the Deputy Assistant Secretary of the Army for Defense Exports and Cooperation; or the Office of the Deputy Assistant Secretary of the Navy for International Programs.**

**Concur**

**Non-Concur**

Last Name, First Name                      Rank/Grade              Title

Signature                                      Date (MM/DD/YYYY)

**Comments**