

AAPD 05-09 Expedited Acquisition and Assistance Procedures for Tsunami Relief and Reconstruction in South and Southeast Asia

Attachment 2 - Template for Justification for Other Than Full and Open Competition (JOFOC)

MEMORANDUM

To: The Files

From: USAID _____
Contracting Office (Executive Office or Director's Office)

Date: _____

Subject: Justification for Other Than Full and Open Competition

- a) Nature and/or description of action being approved.
- b) A description of the supplies or services required to meet USAID's needs (including the estimated value).
- c) Citation to 40 U.S.C. § 474. Include in the contract file the Action Memorandum dated February 1, 2005.
- d) A description of efforts made to ensure that offers are solicited from as many potential sources as is practicable. If a notice is not publicized, cite AIDAR 705.202(b).
- e) Determination by the Contracting Officer that the anticipated cost to the government is fair and reasonable.
- f) A description of the market research conducted (see FAR Part 10) and the results or a statement of the reason(s) market research was not conducted.
- g) A listing of the sources, if any, that expressed, in writing, an interest in the acquisition.
- h) A statement of the actions, if any, USAID may take to remove or overcome any barriers to competition before any subsequent acquisition for the supplies or services required.
- i) The requirement for technical certification of the facts of this Memorandum has been fulfilled through the issuance of the Administrator's Memorandum of February 1, 2005, and the attached Determination and Finding.