

## 52.252-6

(End of provision)

[48 FR 42478, Sept. 19, 1983, as amended at 85 FR 67629, Oct. 23, 2020]

### 52.252-6 Authorized Deviations in Clauses.

As prescribed in 52.107(f), insert the following clause in solicitations and contracts that include any FAR or supplemental clause with an authorized deviation. Whenever any FAR or supplemental clause is used with an authorized deviation, the contracting officer shall identify it by the same number, title, and date assigned to the clause when it is used without deviation, include regulation name for any supplemental clause, except that the contracting officer shall insert (DEVIATION) after the date of the clause.

AUTHORIZED DEVIATIONS IN CLAUSES (NOV 2020)

(a) The use in this solicitation or contract of any Federal Acquisition Regulation (48 CFR Chapter 1) clause with an authorized deviation is indicated by the addition of (DEVIATION) after the date of the clause.

(b) The use in this solicitation or contract of any \_\_\_ [insert regulation name] (48 CFR \_\_\_) clause with an authorized deviation is indicated by the addition of (DEVIATION) after the name of the regulation.

(End of clause)

[48 FR 42478, Sept. 19, 1983, as amended at 85 FR 67629, Oct. 23, 2020]

### 52.253-1 Computer Generated Forms.

As prescribed in FAR 53.111, insert the following clause:

COMPUTER GENERATED FORMS (JAN 1991)

(a) Any data required to be submitted on a Standard or Optional Form prescribed by the Federal Acquisition Regulation (FAR) may be submitted on a computer generated version of the form, *provided* there is no change to the name, content, or sequence of the data elements on the form, and *provided* the form carries the Standard or Optional Form number and edition date.

(b) Unless prohibited by agency regulations, any data required to be submitted on an agency unique form prescribed by an agency supplement to the FAR may be submitted on a computer generated version of the form provided there is no change to the name, content, or sequence of the data elements on the form and provided the form

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carries the agency form number and edition date.

(c) If the Contractor submits a computer generated version of a form that is different than the required form, then the rights and obligations of the parties will be determined based on the content of the required form.

(End of clause)

[55 FR 52800, Dec. 21, 1990]

### Subpart 52.3—Provision and Clause Matrix

#### 52.300 Scope of subpart.

The matrix in this subpart contains a column for each principal type and/or purpose of contract (see 52.101(e)).

[55 FR 3890, Feb. 5, 1990]

#### 52.301 Solicitation provisions and contract clauses (Matrix).

NOTE: The FAR matrix is not carried in the CFR. It is available in the loose-leaf edition.

[48 FR 42478, Sept. 19, 1983, as amended at 62 FR 40239, July 25, 1997]

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### Subpart 53.3—Forms Used in Acquisitions

- 53.300 Listing of Standard, Optional, and Agency forms.

AUTHORITY: 40 U.S.C. 121(c); 10 U.S.C. chapter 4 and 10 U.S.C. chapter 137 legacy provisions (see 10 U.S.C. 3016); and 51 U.S.C. 20113.

SOURCE: 48 FR 42637, Sept. 19, 1983, unless otherwise noted.

#### 53.000 Scope of part.

This part (a) prescribes standard forms (SF's) and references optional

forms (OF's) and agency-prescribed forms for use in acquisition; and (b) contains requirements and information generally applicable to the forms.

[48 FR 42637, Sept. 19, 1983, as amended at 83 FR 42576, Aug. 22, 2018]

#### 53.001 Definitions.

*Exception*, as used in this part, means an approved departure from the established design, content, printing specifications, or conditions for use of any standard form.

### Subpart 53.1—General

#### 53.100 Scope of subpart.

This subpart contains requirements and information generally applicable to the forms prescribed in this regulation.

#### 53.101 Requirements for use of forms.

The requirements for use of the forms prescribed or referenced in this part are contained in parts 1 through 52, where the subject matter applicable to each form is addressed. The specific location of each requirement is identified in subpart 53.2.

[48 FR 42637, Sept. 19, 1983, as amended at 63 FR 34080, June 22, 1998]

#### 53.102 Current editions.

The form prescriptions in subpart 53.2 and the FAR forms located at <https://www.gsa.gov/forms> contain current edition dates. Contracting officers shall use the current editions unless otherwise authorized under this regulation.

[83 FR 42576, Aug. 22, 2018]

#### 53.103 Exceptions.

Agencies shall not (a) alter a standard form prescribed by this regulation, or (b) use for the same purpose any form other than the standard form prescribed by this regulation without receiving in advance an exception to the form.

[53 FR 43395, Oct. 26, 1988, as amended at 62 FR 40239, July 25, 1997]

#### 53.104 Overprinting.

Standard and optional forms (obtained as required by 53.107) may be

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overprinted with names, addresses, and other uniform entries that are consistent with the purpose of the form and that do not alter the form in any way. Exception approval for overprinting is not needed.

**53.105 Computer generation.**

(a) The forms prescribed by this part may be computer generated—without exception approval (see 53.103), provided—

(1) There is no change to the name, content, or sequence of the data elements, and the form carries the Standard or Optional Form number and edition date (see 53.111); or

(2) The form is in an electronic format covered by the American National Standards Institute (ANSI) X12 Standards published by the Accredited Standards Committee X12 on Electronic Data Interchange or a format that can be translated into one of those standards.

(b) The standards listed in paragraph (a)(2) of this section may also be used for submission of data set forth in other parts for which specific forms have not been prescribed.

[77 FR 44065, July 26, 2012]

**53.106 Special construction and printing.**

Contracting offices may request exceptions (see 53.103) to standard forms for special construction and printing. Examples of common exceptions are as follows:

Standard Forms	Special Construction and Printing
(a) SF 18— .....	(1) With vertical lines omitted (for listing of supplies and services, unit, etc.); (2) As reproducible masters; and/or (3) In carbon interleaved pads or sets.
(b) SF's 26,30,33,1447—.	As die-cut stencils or reproducible masters.
(c) SF 44— .....	(1) With serial numbers and contracting office name and address; and/or (2) On special weight of paper and with the type of construction, number of sets per book, and number of parts per set as specified by the contracting officer. (Executive agencies may supplement the administrative instructions on the inside front cover of the book.)
(d) SF 1442— .....	(1) As die-cut stencils or reproducible masters; and/or

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Standard Forms	Special Construction and Printing
	(2) With additional wording as required by the executive agency. (However, the sequence and wording of the items appearing on the prescribed form should not be altered.)

[48 FR 42637, Sept. 19, 1983, as amended at 51 FR 27121, July 29, 1986; 54 FR 48998, Nov. 28, 1989]

**53.107 Obtaining forms.**

Executive agencies shall obtain standard and optional forms from the General Services Administration (GSA) Forms Library at <https://www.gsa.gov/forms>. Agency forms are available from the prescribing agency.

[48 FR 42637, Sept. 19, 1983, as amended at 84 FR 19847, May 6, 2019]

**53.108 Recommendations concerning forms.**

Users of this regulation may recommend new forms or the revision, elimination, or consolidation of the forms prescribed or referenced in this regulation. Recommendations from within an executive agency shall be submitted to the cognizant council in accordance with agency procedures. Recommendations from other than executive agencies should be submitted directly to the FAR Secretariat.

**53.109 Forms prescribed by other regulations.**

Certain forms referred to in Subpart 53.2 are prescribed in other regulations and are specified by the FAR for use in acquisition. For each of these forms, the prescribing agency is identified by means of a parenthetical notation after the form number. For example, SF 1165, which is prescribed by the Government Accountability Office (GAO), is identified as SF 1165(GAO).

[48 FR 42637, Sept. 19, 1983, as amended at 71 FR 57380, Sept. 28, 2006]

**53.110 Continuation sheets.**

Except as may be otherwise indicated in the FAR, all standard forms prescribed by the FAR may be continued on (a) plain paper of similar specification, or (b) specially constructed continuation sheets (e.g., OF 336). Continuation sheets shall be annotated in the

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upper right-hand corner with the reference number of the document being continued and the serial page number.

[48 FR 42637, Sept. 19, 1983, as amended at 51 FR 27121, July 29, 1986]

### 53.111 Contract clause.

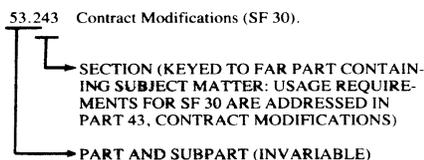
Contracting officers shall insert the clause at 52.253-1, Computer Generated Forms, in solicitations and contracts that require the contractor to submit data on Standard or Optional Forms prescribed by this regulation; and, unless prohibited by agency regulations, forms prescribed by agency supplements.

[55 FR 52800, Dec. 21, 1990]

## Subpart 53.2—Prescription of Forms

### 53.200 Scope of subpart.

This subpart prescribes standard forms and references optional forms and agency-prescribed forms for use in acquisition. Consistent with the approach used in subpart 52.2, this subpart is arranged by subject matter, in the same order as, and keyed to, the parts of the FAR in which the form usage requirements are addressed. For example, forms addressed in FAR part 14, Sealed Bidding, are treated in this subpart in section 53.214, Sealed Bidding; forms addressed in FAR part 43, Contract Modifications, are treated in this subpart in section 53.243, Contract modifications. The following example illustrates how the subjects are keyed to the parts in which they are addressed:



[48 FR 42637, Sept. 19, 1983, as amended at 50 FR 1748, Jan. 11, 1985; 50 FR 52429, Dec. 23, 1985]

### 53.201 Federal acquisition system.

#### 53.201-1 Contracting authority and responsibilities (SF 1402).

*SF 1402 (10/83), Certificate of Appointment.* SF 1402 is prescribed for use in appointing contracting officers, as specified in 1.603-3.

#### 53.202-53.203 [Reserved]

### 53.204 Administrative matters.

#### 53.204-1 Safeguarding classified information within industry (DD Form 254, DD Form 441).

The following forms, which are prescribed by the Department of Defense, shall be used by DoD components and those nondefense agencies with which DoD has agreements to provide industrial security services for the National Industrial Security Program if contractor access to classified information is required, as specified in subpart 4.4 and the clause at 52.204-2:

(a) *DD Form 254 (Department of Defense (DOD)), Contract Security Classification Specification.* (See 4.403(c)(1).)

(b) *DD Form 441 (DOD), Security Agreement.* (See paragraph (b) of the clause at 52.204-2.)

[48 FR 42637, Sept. 19, 1983, as amended at 85 FR 40064, July 2, 2020]

#### 53.204-2 [Reserved]

### 53.205 Publicizing contract actions.

#### 53.205-1 Paid advertisements.

SF 1449, prescribed in 53.212, shall be used to place orders for paid advertisements as specified in 5.503.

[61 FR 39198, July 26, 1996]

#### 53.206-53.208 [Reserved]

### 53.209 Contractor qualifications.

#### 53.209-1 Responsible prospective contractors.

The following forms are prescribed for use in conducting preaward surveys of prospective contractors, as specified in 9.106-1, 9.106-2, and 9.106-4. These forms are authorized for local reproduction and can be found at the GSA Forms Library at <https://www.gsa.gov/forms>.

## 53.210–53.211

(a) SF 1403 (Rev. 01/2014), Preaward Survey of Prospective Contractor (General).

(b) SF 1404 (Rev. 01/2014), Preaward Survey of Prospective Contractor—Technical.

(c) SF 1405 (Rev. 01/2014), Preaward Survey of Prospective Contractor—Production.

(d) SF 1406 (Rev. 01/2014), Preaward Survey of Prospective Contractor—Quality Assurance.

(e) SF 1407 (Rev. 01/2014), Preaward Survey of Prospective Contractor—Financial Capability.

(f) SF 1408 (Rev. 01/2014), Preaward Survey of Prospective Contractor—Accounting System.

[83 FR 42576, Aug. 22, 2018]

## 53.210–53.211 [Reserved]

### 53.212 Acquisition of commercial products and commercial services.

*SF 1449 (Rev. NOV 2021), Solicitation/Contract/Order for Commercial Products and Commercial Services.* SF 1449 is prescribed for use in solicitations and contracts for commercial products and commercial services. Agencies may prescribe additional detailed instructions for use of the form.

[60 FR 48256, Sept. 18, 1995, as amended at 67 FR 13050, Mar. 20, 2002; 70 FR 14955, Mar. 23, 2005; 75 FR 82568, Dec. 30, 2010, as amended at 77 FR 12918, Mar. 2, 2012; 86 FR 61037, Nov. 4, 2021]

### 53.213 Simplified acquisition procedures (SF's 18, 30, 44, 1165, and 1449, and OF's 336, 347, and 348).

The following forms are prescribed as stated in this section for use in simplified acquisition procedures, orders under existing contracts or agreements, and orders from required sources of supplies and services:

(a) *SF 18 (Rev. 6/95), Request for Quotations, or SF 1449 (Rev. NOV 2021), Solicitation/Contract/Order for Commercial Products and Commercial Services.* SF 18 is prescribed for use in obtaining price, cost, delivery, and related information from suppliers as specified in 13.307(b). SF 1449, as prescribed in 53.212, or other agency forms/automated formats, may also be used to obtain price, cost, delivery, and related

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information from suppliers as specified in 13.307(b).

(b) *SF 30 (11/2016), Amendment of Solicitation/Modification of Contract.* SF 30, prescribed in 53.243, may be used for modifying purchase orders, as specified in 13.307(c)(3).

(c) *SF 44 (Rev. 10/83), Purchase Order Invoice Voucher.* SF 44 is prescribed for use in simplified acquisition procedures, as specified in 13.306.

(d) *SF 1165 (6/83 Ed.), Receipt for Cash-Subvoucher.* SF 1165 (GAO) may be used for imprest fund purchases, as specified in 13.307(e).

(e) *OF 336 (4/86 Ed.), Continuation Sheet.* OF 336, prescribed in 53.214(h), may be used as a continuation sheet in solicitations, as specified in 13.307(c)(1).

(f) *SF 1449 (Rev. NOV 2021), Solicitation/Contract/Order for Commercial Products and Commercial Services prescribed in 53.212, OF 347 (Rev. 2/2012), Order for Supplies or Services, and OF 348 (Rev. 4/06), Order for Supplies or Services-Schedule Continuation.* SF 1449, OF's 347 and 348 (or approved agency forms/automated formats) may be used as follows:

(1) To accomplish acquisitions under simplified acquisition procedures, as specified in 13.307.

(2) To establish blanket purchase agreements (BPA's), as specified in 13.303–2, and to make purchases under BPA's, as specified in 13.303–5.

(3) To issue orders under basic ordering agreements, as specified in 16.703(d)(2)(i).

(4) As otherwise specified in this chapter (e.g., see 5.503(a)(2), 8.406–1, 36.701(b), and 51.102(e)(3)(ii)).

[61 FR 39198, July 26, 1996, as amended at 62 FR 51266, Sept. 30, 1997; 62 FR 64929, Dec. 9, 1997; 67 FR 13050, Mar. 20, 2002; 69 FR 34239, June 18, 2004; 69 FR 59699, Oct. 5, 2004; 70 FR 14955, Mar. 23, 2005; 72 FR 63090, Nov. 7, 2007; 75 FR 82568, Dec. 30, 2010; 77 FR 12918, Mar. 2, 2012; 81 FR 83100, Nov. 18, 2016; 86 FR 61037, Nov. 4, 2021; 86 FR 67351, Nov. 26, 2021]

### 53.214 Sealed bidding.

The following forms are prescribed for use in contracting by sealed bidding (except for construction and architect-engineer services):

(a) *SF 26 (Rev. 12/2022), Award/Contract.* SF 26 is prescribed for use in awarding sealed bid contracts for supplies or services in which bids were obtained on SF 33, Solicitation, Offer and

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Award, as specified in 14.408-1(d)(1). Block 18 may only be used for sealed-bid procurements.

(b) *SF 30, Amendment of Solicitation/Modification of Contract.* SF 30, prescribed in 53.243, shall be used in amending invitations for bids, as specified in 14.208(a).

(c) *SF 33 (Rev. 12/2022), Solicitation, Offer and Award.* SF 33 is prescribed for use in soliciting bids for supplies or services and for awarding the contracts that result from the bids, as specified in 14.201-2(a)(1), unless award is accomplished by SF 26.

(d) *SF 1447 (Rev. 12/2022), Solicitation/Contract.* SF 1447 is prescribed for use in soliciting supplies or services and for awarding contracts that result from the bids. It shall be used when the simplified contract format is used (see 14.201-9) and may be used in place of the SF 26 or SF 33 with other solicitations and awards. Agencies may prescribe additional detailed instructions for use of the form.

(e) [Reserved]

(f) *SF 1409 (Rev. 9/88), Abstract of Offers, and SF 1410 (9/88), Abstract of Offers-Continuation.* SF 1409 and SF 1410 are prescribed for use in recording bids, as specified in 14.403(a).

(g) *OF 17 (Rev. 12/93), Offer Label.* OF 17 may be furnished with each invitation for bids to facilitate identification and handling of bids, as specified in 14.202-3(b).

(h) *OF 336 (Rev. 3/86), Continuation Sheet.* OF 336 may be used as a continuation sheet in solicitations, as specified in 14.201-2(b).

[48 FR 42637, Sept. 19, 1983]

EDITORIAL NOTE: For FEDERAL REGISTER citations affecting section 53.214, see the List of CFR Sections Affected, which appears in the Finding Aids section of the printed volume and at [www.govinfo.gov](http://www.govinfo.gov).

### 53.215 Contracting by negotiation.

#### 53.215-1 Solicitation and receipt of proposals.

The following forms are prescribed, as stated in the following paragraphs, for use in contracting by negotiation (except for construction, architect-engineer services, or acquisitions made using simplified acquisition procedures):

(a) *SF 26 (Rev. 3/2013), Award/Contract.* SF 26, prescribed in 53.214(a), may be used in entering into negotiated contracts in which the signature of both parties on a single document is appropriate, as specified in 15.509. Block 18 may not be used for negotiated procurements..

(b) *SF 30 (11/2016), Amendment of Solicitation/Modification of Contract.* SF 30, prescribed in 53.243, may be used for amending requests for proposals and for amending requests for information, as specified in 15.210(b).

(c) *SF 33 (Rev. 9/97), Solicitation, Offer and Award.* SF 33, prescribed in 53.214(c), may be used in connection with the solicitation and award of negotiated contracts. Award of such contracts may be made by either OF 307, SF 33, or SF 26, as specified in 53.214(c) and 15.509.

(d) *OF 17 (Rev. 12/93), Offer Label.* OF 17 may be furnished with each request for proposals to facilitate identification and handling of proposals, as specified in 15.210(c).

(e) *OF 307 (Rev. 8/2016), Contract Award.* OF 307 may be used to award negotiated contracts as specified in 15.509.

(f) *OF 308 (9/97), Solicitation and Offer-Negotiated Acquisition.* OF 308 may be used to support solicitation of negotiated contracts as specified in 15.210(a). Award of such contracts may be made by OF 307, as specified in 15.509.

(g) *OF 309 (9/97), Amendment of Solicitation.* OF 309 may be used to amend solicitations of negotiated contracts, as specified in 15.210(b).

[62 FR 51266, Sept. 30, 1997, as amended at 62 FR 64940, Dec. 9, 1997; 64 FR 32749, June 17, 1999; 66 FR 2141, Jan. 10, 2001; 73 FR 21785, Apr. 22, 2008; 75 FR 13416, Mar. 19, 2010; 76 FR 18322, Apr. 1, 2011; 79 FR 24224, Apr. 29, 2014; 81 FR 67741, Sept. 30, 2016; 81 FR 83100, Nov. 18, 2016]

### 53.216 Types of contracts.

#### 53.216-1 Delivery orders and orders under basic ordering agreements (OF 347).

*OF 347, Order for Supplies or Services.* OF 347, prescribed in 53.213(f), (or an approved agency form) may be used to place orders under indefinite delivery

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contracts and basic ordering agreements, as specified in 16.703(d)(2)(i).

[48 FR 42637, Sept. 19, 1983, as amended at 61 FR 39199, July 26, 1996]

## 53.217–53.218 [Reserved]

### 53.219 Small business programs.

The following standard form is prescribed for use in reporting small business (including Alaska Native Corporations and Indian tribes), veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business (including Alaska Native Corporations and Indian tribes) and women-owned small business subcontracting data, as specified in part 19: SF 294, (Rev. NOV 2021) Subcontracting Report for Individual Contracts. SF 294 is authorized for local reproduction.

[79 FR 61754, Oct. 14, 2014, as amended at 79 FR 70349, Nov. 25, 2014; 80 FR 38301, July 2, 2015; 81 FR 67741, Sept. 30, 2016; 85 FR 62490, Oct. 2, 2020; 86 FR 61037, Nov. 4, 2021]

## 53.220–53.221 [Reserved]

### 53.222 Application of labor laws to Government acquisitions (SF's 307, 1413, 1445, 1446, WH-347).

The following forms are prescribed as stated below, for use in connection with the application of labor laws:

(a) [Reserved]

(b) [Reserved]

(c) *SF 308 (DOL) (Rev. 2/2013), Request for Wage Determination and Response to Request.* (See 22.404–3 (a) and (b).)

(d) [Reserved]

(e) *SF 1413 (Rev. 4/2013), Statement and Acknowledgment.* SF 1413 is prescribed for use in obtaining contractor acknowledgment of inclusion of required clauses in subcontracts, as specified in 22.406–5.

(f) *Form SF 1444 (Rev. 4/2013), Request for Authorization of Additional Classification and Rate.* (See 22.406–3(a) and 22.1019.)

(g) *SF 1445 (12/96), Labor Standards Interview.* (See 22.406–7(b).)

(h) *SF 1446 (Rev. 4/2013), Labor Standards Investigation Summary Sheet.* (See 22.406–8(d).)

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(i) *Form WH-347 (DOL), Payroll (for Contractor's Optional Use).* (See 22.406–6(a).)

[48 FR 42637, Sept. 19, 1983, as amended at 49 FR 12997, Mar. 30, 1984; 53 FR 4948, Feb. 18, 1988; 53 FR 27468, July 20, 1988; 54 FR 48998, Nov. 28, 1989; 55 FR 38518, Sept. 18, 1990; 59 FR 11388, Mar. 10, 1994; 62 FR 240, Jan. 2, 1997; 70 FR 33669, June 8, 2005; 71 FR 36935, June 28, 2006; 79 FR 24224, Apr. 29, 2014; 79 FR 70343, Nov. 25, 2014]

## 53.223–53.227 [Reserved]

### 53.228 Bonds and insurance.

The following standard forms are prescribed for use for bond and insurance requirements, as specified in part 28. These forms can be found at the GSA Forms Library at <https://www.gsa.gov/forms>. All the following forms are authorized for local reproduction, except for SF 25B.

(a) SF 24 (Rev. 8/2016) Bid Bond. (See 28.106–1.)

(b) SF 25 (Rev. 8/2016) Performance Bond. (See 28.106–1(b).)

(c) SF 25A (Rev. 8/2016) Payment Bond. (See 28.106–1(c).)

(d) SF 25B (For Standard Forms 24, 25, and 25A) (Rev. 10/1983) Continuation Sheet for Standard Forms 24, 25 and 25A. (See 28.106–1(c).)

(e) SF 28 (Rev. FEB 2021) Affidavit of Individual Surety. (See 28.106–1(e) and 28.203–1(b)(3).)

(f) SF 34 (Rev. 8/2016) Annual Bid Bond. (See 28.106–1(f).)

(g) SF 35 (Rev. 8/2016) Annual Performance Bond. (See 28.106–1.)

(h) SF 273 (Rev. 4/2013) Reinsurance Agreement for a Bonds statute Performance Bond. (See 28.106–1(h) and 28.202(a)(4).)

(i) SF 274 (Rev. 4/2013) Reinsurance Agreement for a Bonds statute Payment Bond. (See 28.106–1(i) and 28.202(a)(4).)

(j) SF 275 (Rev. 10/1998) Reinsurance Agreement in Favor of the United States. (See 28.106–1(j) and 28.202(a)(4).)

(k) SF 1414 (Rev. 05/1997), Consent of Surety.

(l) SF 1415 (Rev. 7/1993), Consent of Surety and Increase of Penalty. (See 28.108–1(l).)

(m) SF 1416 (Rev. 10/1998) Payment Bond for Other than Construction Contracts. (See 28.106–1(m).)

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(n) SF 1418 (Rev. 2/1999) Performance Bond For Other Than Construction Contracts. (See 28.106-1(n).)

(o) OF 91 (Rev. 1/1990), Release of Personal Property from Escrow. (See 28.106-1(o) and 28.203-3(a).)

[83 FR 42576, Aug. 22, 2018, as amended at 85 FR 67629, Oct. 23, 2020; 86 FR 3687, Jan. 14, 2021]

### 53.229 Taxes (SF's 1094, 1094-A).

*SF 1094 (Rev. 12/96), U.S. Tax Exemption Form, and SF 1094-A (Rev. 12/96), Tax Exemption Forms Accountability Record.* SF's 1094 and 1094-A are prescribed for use in establishing exemption from State or local taxes, as specified in 29.302(b).

[48 FR 42637, Sept. 19, 1983, as amended at 62 FR 240, Jan. 2, 1997]

### 53.230-53.231 [Reserved]

### 53.232 Contract financing (SF 1443).

*SF 1443 (NOV 2021), Contractor's Request for Progress Payment.* SF 1443 is prescribed for use in obtaining contractors' requests for progress payments.

[48 FR 42637, Sept. 19, 1983, as amended at 74 FR 28431, June 15, 2009; 86 FR 61038, Nov. 4, 2021]

### 53.233-53.234 [Reserved]

### 53.235 Research and Development Contracting (SF 298).

*SF 298 (2/89), Report Documentation Page.* SF 298 is prescribed for use in submitting scientific and technical reports to contracting officers and to technical information libraries, as specified in 35.010 and ANSI Standard Z39.18.

[55 FR 3890, Feb. 5, 1990, as amended at 88 FR 53756, Aug. 8, 2023]

### 53.236 Construction and architect-engineer contracts.

#### 53.236-1 Construction.

The following forms are prescribed, as stated below, for use in contracting for construction, alteration, or repair, or dismantling, demolition, or removal of improvements.

(a)-(c) [Reserved]

(d) *SF 1442 (Rev. 12/2022), Solicitation, Offer and Award (Construction, Alteration, or Repair).* SF 1442 is prescribed

for use in soliciting offers and awarding contracts expected to exceed the simplified acquisition threshold for (1) construction, alteration, or repair, or (2) dismantling, demolition, or removal of improvements (and may be used for contracts within the simplified acquisition threshold), as specified in 36.701(b).

(e) *OF 347 (Rev. 2/2012), Order for Supplies or Services.* OF 347, prescribed in 53.213(f), (or an approved agency form) may be used for contracts under the simplified acquisition threshold for (1) construction, alteration, or repair, or (2) dismantling, demolition, or removal of improvements, as specified in 36.701(c).

(f) *OF 1419 (11/88), Abstract of Offers-Construction, and OF 1419A (11/88), Abstract of Offers-Construction, Continuation Sheet.* OF's 1419 and 1419A are prescribed for use in recording bids (and may be used for recording proposal evaluation information), as specified in 36.701(d).

[48 FR 42637, Sept. 19, 1983, as amended at 50 FR 1748, Jan. 11, 1985; 53 FR 4948, Feb. 18, 1988; 54 FR 29284, July 11, 1989; 55 FR 52801, Dec. 21, 1990; 60 FR 34763, July 3, 1995; 61 FR 39199, July 26, 1996; 69 FR 59700, Oct. 5, 2004; 70 FR 14955, Mar. 23, 2005; 74 FR 31561, July 1, 2009; 75 FR 82568, Dec. 30, 2010; 77 FR 12919, Mar. 2, 2012; 87 FR 73902, Dec. 1, 2022]

#### 53.236-2 Architect-engineer services (SF's 252 and 330).

The following forms are prescribed for use in contracting for architect-engineer and related services:

(a) *SF 252 (Rev. 10/23), Architect-Engineer Contract.* SF 252 is prescribed for use in awarding fixed-price contracts for architect-engineer services, as specified in 36.702(a).

(b) *SF 330 (Rev. JUL 2021), Architect-Engineer Qualifications.* SF 330 is prescribed for use in obtaining information from architect-engineer firms regarding their professional qualifications, as specified in 36.702(b)(1) and (b)(2).

[48 FR 42637, Sept. 19, 1983, as amended at 50 FR 1748, Jan. 11, 1985; 50 FR 52429, Dec. 23, 1985; 57 FR 60591, Dec. 21, 1992; 68 FR 69231, Dec. 11, 2003; 74 FR 31561, July 1, 2009; 79 FR 24225, Apr. 29, 2014; 81 FR 67741, Sept. 30, 2016; 86 FR 31075, June 10, 2021; 89 FR 61339, July 30, 2024]

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**53.237–53.241 [Reserved]**

**53.242 Contract administration.**

**53.242–1 Novation and change-of-name agreements (SF 30).**

*SF 30, Amendment of Solicitation/Modification of Contract.* SF 30, prescribed in 53.243, shall be used in connection with novation and change of name agreements, as specified in 42.1203(h).

[48 FR 42637, Sept. 19, 1983, as amended at 62 FR 64935, Dec. 9, 1997]

**53.243 Contract modifications (SF 30).**

*SF 30 (11/2016), Amendment of Solicitation/Modification of Contract.* SF 30 is prescribed for use in amending invitation for bids, as specified in 14.208; modifying purchase and delivery orders, as specified in 13.302–3; and modifying contracts, as specified in 42.1203(h), 43.301, 49.602–5, and elsewhere in this chapter. The form may also be used to amend solicitations for negotiated contracts, as specified in 15.210(b). Pending the publication of a new edition of the form, Instruction (b), Item 3 (effective date), is revised in paragraphs (3) and (5) as follows:

(b) Item 3 (effective date).

(3) For a modification issued as a confirming notice of termination for the convenience of the Government, the effective date of the confirming notice shall be the same as the effective date of the initial notice.

(5) For a modification confirming the termination contracting officer's previous letter determination of the amount due in settlement of a contract termination for convenience, the effective date shall be the same as the effective date of the previous letter determination.

[48 FR 42637, Sept. 19, 1983, as amended at 62 FR 51266, Sept. 30, 1997; 62 FR 64929, 64936, Dec. 9, 1997; 81 FR 83100, Nov. 18, 2016]

**53.244 [Reserved]**

**53.245 Government property.**

The following forms are prescribed, as specified in this section, for use in reporting, reutilization, and disposal of Government property and in accounting for this property:

(a) *SF 120 (GSA), Report of Excess Personal Property, and SF 120–A (GSA), Con-*

*tinuation Sheet (Report of Excess Personal Property).* See 45.602–3 and 41 CFR 102–36.215.)

(b) *SF 126 (GSA), Report of Personal Property for Sale, and SF 126–A (GSA), Report of Personal Property for Sale (Continuation Sheet).* See FPMR 101–45.303 (41 CFR 101–45.303.)

(c) *SF 1423 (Rev. 5/04), Inventory Verification Survey.* (See 45.602–1(b)(1).)

(d) *SF 1424 (Rev. 5/04), Inventory Disposal Report* (See 45.605). SF 1424 is authorized for local reproduction.

(e) *SF 1428 (Rev. 6/2007), Inventory Disposal Schedule, and SF 1429 (Rev. 5/04), Inventory Disposal Schedule—Continuation Sheet.* (See 45.602–1, 49.303–2, 52.245–1), and 53.249(b).) SF's 1428 and 1429 are authorized for local reproduction.

[69 FR 17750, Apr. 5, 2004, as amended at 72 FR 27394, May 15, 2007; 77 FR 12947, Mar. 2, 2012]

**53.246 [Reserved]**

**53.247 Transportation (U.S. Commercial Bill of Lading).**

The commercial bill of lading is the preferred document for the transportation of property, as specified in 47.101.

[71 FR 208, Jan. 3, 2006]

**53.248 [Reserved]**

**53.249 Termination of contracts.**

(a) The following forms are prescribed for use in connection with the termination of contracts, as specified in subpart 49.6. These forms are available at the GSA Forms Library at <https://www.gsa.gov/forms>. These forms are authorized for local reproduction except for SF 1034.

(1) SF 1034 (GAO), Public Voucher for Purchases and Services Other Than Personal. (See 49.302(a).)

(2) SF 1435 (Rev. 03/2016), Settlement Proposal (Inventory Basis). (See 49.602–1(a).)

(3) SF 1436 (Rev. 5/2004), Settlement Proposal (Total Cost Basis). (See 49.602–1(b).)

(4) SF 1437 (Rev. 9/1997), Settlement Proposal for Cost-Reimbursement Type Contracts. (See 49.602–1(c) and 49.302.)

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(5) SF 1438 (Rev. 5/2004), Settlement Proposal (Short Form). (See 49.602-1(d).)

(6) SF 1439 (Rev. 7/1989), Schedule of Accounting Information. (See 49.602-3.)

(7) SF 1440 (Rev. 01/1995), Application for Partial Payment. (See 49.602-4.)

(b) SF 1428 (Rev. 6/2007), Inventory Disposal Schedule, and Standard Form 1429 (Rev. 1/2016), Inventory Disposal Schedule—Continuation Sheet, shall be used to support termination settlement proposals listed in paragraph (a) of this section, as specified in 49.602-2. These forms are available at the GSA Forms Library at <https://www.gsa.gov/forms>.

[83 FR 42577, Aug. 22, 2018]

**53.250 [Reserved]**

**53.251 Contractor use of Government supply sources (OF 347).**

OF 347, Order for Supplies or Services. OF 347, prescribed in 53.213(f), may be

used by contractors when requisitioning from the VA, as specified in 51.102(e)(3)(ii).

[48 FR 42637, Sept. 19, 1983, as amended at 61 FR 39199, July 26, 1996]

**Subpart 53.3—Forms Used in Acquisitions**

SOURCE: 83 FR 42577, Aug. 22, 2018, unless otherwise noted.

**53.300 Listing of Standard, Optional, and Agency forms.**

This subpart identifies, in numerical sequence, Standard Forms (SF), Optional Forms (OF) and agency forms that are specified by the FAR for use in acquisitions.

(a) You can access the forms in Table 53-1 at the GSA Forms Library at <https://www.gsa.gov/forms>.

TABLE 53-1—FORMS IN THE GSA FORMS LIBRARY

Form No.	Form title
SF 18	Request for Quotation.
SF 24	Bid Bond.
SF 25	Performance Bond.
SF 25A	Payment Bond.
SF 25B	Continuation Sheet for 24, 25, and 25A.
SF 26	Award/Contract.
SF 28	Affidavit of Individual Surety.
SF 30	Amendment of Solicitation/Modification of Contract.
SF 33	Solicitation, Offer and Award.
SF 34	Annual Bid Bond.
SF 35	Annual Performance Bond.
SF 44	U.S. Government Purchase Order—Invoice—Voucher.
SF 120	Report of Excess Personal Property.
SF 120A	Continuation Sheet (Report of Excess Personal Property).
SF 126	Report of Personal Property for Sale.
SF 126A	Report of Personal Property for Sale (Continuation Sheet).
SF 252	Architect-Engineer Contract.
SF 273	Reinsurance Agreement for a Bonds Statute Performance Bond.
SF 274	Reinsurance Agreement for a Bonds Statute Payment Bond.
SF 275	Reinsurance Agreement in Favor of the United States.
SF 294	Subcontracting Report for Individual Contracts.
SF 298	Report Documentation Page.
SF 308	Request For Wage Determination and Response to Request.
SF 330	Architect-Engineer Qualifications.
SF 1034	Public Voucher for Purchases and Services Other Than Personal.
SF 1035	Public Voucher for Purchases and Services Other Than Personal (Continuation Sheet).
SF 1094	United States Tax Exemption Form.
SF 1094A	Tax Exemption Accountability Record.
SF 1165	Receipt for Cash-Subvoucher.
SF 1402	Certificate of Appointment.
SF 1403	Preaward Survey of Prospective Contractor (General).
SF 1404	Preaward Survey of Prospective Contractor (Technical).
SF 1405	Preaward Survey of Prospective Contractor (Production).
SF 1406	Preaward Survey of Prospective Contractor (Quality Assurance).
SF 1407	Preaward Survey of Prospective Contractor Financial Capability.
SF 1408	Preaward Survey of Prospective Contractor Accounting System.
SF 1409	Abstract of Offers.
SF 1410	Abstract of Offers -Continuation.
SF 1413	Statement and Acknowledgment.
SF 1414	Consent of Surety.
SF 1415	Consent of Surety and Increase of Penalty.

TABLE 53–1—FORMS IN THE GSA FORMS LIBRARY—Continued

Form No.	Form title
SF 1416 .....	Payment Bond For Other Than Construction Contracts.
SF 1418 .....	Performance Bond for Other Than Construction Contracts.
SF 1423 .....	Inventory Verification Survey.
SF 1424 .....	Inventory Disposal Report.
SF 1428 .....	Inventory Disposal Schedule.
SF 1429 .....	Inventory Disposal Schedule—Continuation Sheet.
SF 1435 .....	Settlement Proposal (Inventory Basis).
SF 1436 .....	Settlement Proposal (Total Cost Basis).
SF 1437 .....	Settlement Proposal for Cost-Reimbursement Type Contracts.
SF 1438 .....	Settlement Proposal (Short Form).
SF 1439 .....	Schedule of Accounting Information.
SF 1440 .....	Application For Partial Payment.
SF 1442 .....	Solicitation, Offer, and Award (Construction, Alteration, or Repair).
SF 1443 .....	Contractor's Request For Progress Payment.
SF 1444 .....	Request For Authorization of Additional Classification and Rate.
SF 1445 .....	Labor Standards Interview.
SF 1446 .....	Labor Standards Investigation Summary Sheet.
SF 1447 .....	Solicitation/Contract.
SF 1449 .....	Solicitation/Contract/Order for Commercial Products and Commercial Services.
OF 17 .....	Offer Label.
OF 91 .....	Release of Personal Property From Escrow.
OF 307 .....	Contract Award.
OF 308 .....	Solicitation and Offer-Negotiated Acquisition.
OF 309 .....	Amendment of Solicitation (Negotiated Procurements).
OF 336 .....	Continuation Sheet.
OF 347 .....	Order for Supplies or Services.
OF 348 .....	Order For Supplies or Services—Schedule—Continuation.
OF 1419 .....	Abstract of Offers—Construction.
OF 1419A .....	Abstract of Offers-Construction Continuation Sheet.

(b) You can access the forms in Table 53–2 at the websites listed in the table.

TABLE 53–2—OTHER FORMS

Form DD 254 .....	Department of Defense Contract Security Classification Specification.	<a href="https://www.esd.whs.mil/Portals/54/Documents/DD/forms/dd/dd0254.pdf">https://www.esd.whs.mil/Portals/54/Documents/DD/forms/dd/dd0254.pdf</a>
Form DD 441 .....	Department of Defense Security Agreement.	<a href="https://www.esd.whs.mil/Portals/54/Documents/DD/forms/dd/dd0441_2020.pdf">https://www.esd.whs.mil/Portals/54/Documents/DD/forms/dd/dd0441_2020.pdf</a>
Form WH–347 .....	Payroll—U.S. Department of Labor .....	<a href="https://www.dol.gov/whd/forms/wh347.pdf">https://www.dol.gov/whd/forms/wh347.pdf</a>

[83 FR 42577, Aug. 22, 2018, as amended at 85 FR 40064, July 2, 2020; 86 FR 3687, Jan. 14, 2021; 86 FR 61038, Nov. 4, 2021; 87 FR 73889, Dec. 1, 2022]

**PARTS 54–99 [RESERVED]**