# Defective Pricing Request Checklist

Please submit completed and signed form to the Defective Pricing Team mailbox at dcma.hanscom.candp-cmd.mbx.TiN@mail.mil

**Name of Requestor**

**Contract Number**

**DO and/or Mod Number**

**Contractor Name**

**DCAA Audit Report Number**

**Services Requested** (e.g. Audit Disposition, Expertise)

**Describe Any Actions Taken to Date**

**List of Documents Attached to the Request:**

*please check all that apply*

*Required Document*

- Request for Proposal RFP
- Contractor's Proposal
- Pricing Analysis
- Technical Analysis
- Prenegotiation Objectives Memorandum
- Certificate of Cost or Pricing Data
- Sweep Package
- Price Negotiation Memorandum*
- Contract
- PCO's record of how defective data was identified
- PCO's Request for DCAA Proposal Audit
- Contractor's Response to audit
- Copy of Audit Report*
- Copy of Audit workpapers

**Signature of PCO**

**Accepted or Declined**
**Signature of DCMA Official**

Pursuant to the memorandum "Delegation of Defective Pricing Authority to the Defense Contract Management Agency", dated September 30, 2020, PCOs may delegate in writing the functions of FAR 15.407-1(b), (d), and (e) to DCMA. If accepted, this request constitutes a delegation to the DCMA Defective Pricing Team. For each accepted delegation, DCMA Defective Pricing Contracting Officers are hereby authorized to perform the functions identified in FAR 15.407-1(b), (d) and (e), and will take all actions to resolve and disposition Defense Contract Audit Agency (DCAA) Truth in Negotiations audits. If the request is rejected, the PCO will retain the responsibilities that were to be delegated. Additionally, PCOs will retain responsibility to initiate audit requests if they suspect defective pricing pursuant to FAR 15.407-1(c), and update previously reported pricing information in the Federal Awardee Performance and Integrity Information System (FAPIIS) module of the Past Performance Information Retrieval System (PPIRS).