

Panama Canal Commission

3553.236

keyed to, the parts of the PAR in which the form usage requirements are addressed.

3553.213 Small purchase and other simplified purchase procedures (Forms 1010, 1820, 1821, 1822, 2008, 3083, 3163, 3163-MTD, 7071, 7074).

The following forms are prescribed as stated below for use in small purchases, orders under existing contracts or agreements, and orders from required sources of supplies and services:

(a) *Panama Canal Form No. 1010, Purchase Order*. This form may be used by the Inventory Management Branch in lieu of Optional Forms 347 and 348 for the purposes specified in 3513.505-2(a).

(b) *Panama Canal Form No. 1820, Purchase Order*. This form may be used by the Purchasing and Contract Branch in lieu of Optional Form 347 for the purposes specified in 3513.505-2(b).

(c) *Panama Canal Form No. 1821, Purchase Requisition*. This is a 6-sheet snap-out form. The first, fifth, and sixth sheets are entitled "Purchase Requisition" (the second, third and fourth sheets are explained in following paragraph (d)). The purchase requisition is an internal document that is prescribed for use only by Commission activities to request purchasing action by the Purchasing and Contracts Branch (see 3513.505-70).

(d) *Panama Canal Form No. 1821, Request for Quotation*. This is a 6-sheet snap-out form. The second, third and fourth sheets are entitled "Request for Quotation" (the first, fifth, and sixth sheets are explained in paragraph (c) of this section). As specified at 3513.107(a)(4)(i), this form may be used by the Purchasing and Contracts Branch in lieu of Standard Form 18 for the solicitation of nonstock items and services.

(e) *Panama Canal Form No. 1822, Request For Quotation Continuation*. As specified at 3513.107(a)(4)(ii), this form may be used with Panama Canal Form No. 1821 when additional space is needed.

(f) *Panama Canal Form No. 2008, This Is A Request For Prices; It Is Not An Order*. As specified at 3513.107(a)(4)(iii), this form may be used by the Inventory Management Branch in lieu of Stand-

ard Form 18 for the solicitation of standard stock items.

(g) *Panama Canal Form No. 3083, Purchase Order Continuation*. As specified at 3513.505-2(c), this form may be used with Panama Canal Form No. 1820, in lieu of Optional Form 348, when additional space is needed.

(h) *Panama Canal Form No. 3163, Division Purchase Order*. As specified at 3513.505-2(d), this form may be used by all activities having contracting authority in lieu of Optional Form 347 for the decentralized procurement of supplies and services.

(i) *Panama Canal Form No. 3163-MTD, Division Purchase Order*. As specified at 3513.505-2(e), this form may be used by the Motor Transportation Division and the New Orleans Branch, Logistical Support Division in lieu of Optional Form 347 for purchases of nonstandard stock automotive repair parts that do not exceed dollar amounts established by the General Services Director.

(j) *Panama Canal Commission Form 7071, General Contract Clauses and Provisions, Small Purchases*. As specified at 3513.107(a)(4)(iv), this form shall be forwarded to prospective suppliers together with either Panama Canal Form No. 1821 or Panama Canal Form No. 2008, as applicable.

(k) *Panama Canal Commission Form 7074, Information Sheet*. As specified at 3513.107(a)(4)(iv), this form shall be forwarded to prospective suppliers together with either Panama Canal Form No. 1821 or Panama Canal Form No. 2008, as applicable.

3553.215 Contracting by negotiation (Form 6122).

As specified at 3515.804-6, *Panama Canal Form No. 6122, Cost Breakdown*, may be used by the contracting officer to require contractors to submit information for cost or price analysis in connection with requests for proposals or modifications not exceeding \$25,000.

3553.236 Construction and architect-engineer contracts (Form 3062).

As specified at 3536.571, *Panama Canal Form 3062, Submittal Data For Approval*, shall be used by contractors as a transmittal document when data is to be submitted for the contracting officer's approval pursuant to FAR clause