

schedule is included below [*Contracting Officer insert schedule information*]:

Partial payment No.	Applicable contract deliverable	Delivery date	Payment amount
1. []		
2. []		
3. []		

(Continue as necessary)
(b) *Submission of Invoices.*

(1) Invoices shall be submitted as follows: original to the payment office identified on the award document (e.g., in Block 12 on the SF-26 or Block 25 on the SF-33, or elsewhere in the contract) with a copy to the Government Technical Representative (GTR) [*if the Contracting Officer determines that one copy must be submitted to the contracting office, add, "and a copy to the Contracting Officer"*]. To constitute a proper invoice, the invoice must include all items required by FAR clause 52.232-25, Prompt Payment.

(2) To assist the government in making timely payments, the contractor is also requested to include on each invoice the appropriation number shown on the contract award document (e.g., in Block 14 on the SF-26 or Block 21 on the SF-33). The contractor is also requested to clearly indicate on the mailing envelope that an invoice is enclosed.

(c) *Contractor Remittance Information.* The contractor shall provide the payment office with all information required by other payment clauses or other supplemental information (e.g., contracts for commercial services) contained in this contract.

(End of clause)

[71 FR 2440, Jan. 13, 2006]

2452.232-71 Voucher submission (cost-reimbursement).

As prescribed in 2432.908(c)(2), insert a clause substantially the same as the following in all cost-reimbursement solicitations and contracts:

**VOUCHER SUBMISSION (COST-REIMBURSEMENT)
(FEB 2006)**

(a)(1) The contractor shall submit, _____ [*Contracting Officer insert billing period*], an original and two copies of each voucher. In addition to the items required by the clause at FAR 52.232-25, Prompt Payment, the voucher shall show the elements of cost for the billing period and the cumulative costs to date. All vouchers shall be distributed as follows, except for the final voucher, which shall be submitted in all copies to the Contracting Officer: original to the payment office, and one copy each to the Government Technical Representative (GTR) and the

Contracting Officer identified in the contract.

(2) To assist the government in making timely payments, the contractor is requested to include on each voucher the applicable appropriation number(s) shown on the award or subsequent modification document (e.g., Block 14 of the SF-26 or Block 21 of the SF-33). The contractor is also requested to clearly indicate on the mailing envelope that a payment voucher is enclosed.

(b) *Contractor Remittance Information.* The contractor shall provide the payment office with all information required by other payment clauses contained in this contract.

(End of clause)

[71 FR 2440, Jan. 13, 2006]

2452.233-70 Review of contracting officer protest decisions.

As prescribed in 2433.106, insert the following provision:

**REVIEW OF CONTRACTING OFFICER PROTEST
DECISIONS (FEB 2006)**

(a) In accordance with FAR 33.103 and HUDAR 2433.103, a protester may request an appeal of the Contracting Officer's decision concerning a protest initially made by the protester to the Contracting Officer. The protester must submit a written request for an appeal to [*insert name of HCA and address*] not later than 10 days after the protester's receipt of the Contracting Officer's decision (see FAR 33.101 for the definition of "days").

(b) The HCA shall make an independent review of the Contracting Officer's decision and provide the protester with the HCA's decision on the appeal.

(End of provision)

[71 FR 2440, Jan. 13, 2006]

2452.237-70 Key personnel.

As prescribed in 2437.110(a), insert the following clause in solicitations and contracts when it is necessary for contract performance to identify the contractor's key personnel: