

MARKET RESEARCH REPORT
Below SAT

BUYER NAME & PHONE:

TITLE of REQUIREMENT:

TYPE of CONTRACT and TERM:

ACQUISITION VALUE: Base \$ _____, Option \$ _____, TOTAL\$ _____

ITEM OR SERVICE REQUIRED:

Explain the purpose of the buy:

What are the basic tasks required?

Are there any criteria related to the SOW which restrict potential awardees? (Attach SOW to report)

Is this a follow-on contract or a new buy?

APPLICABLE NAICS CODE/SIZE:

HISTORY OF BUY:

If this is a follow-on contract, provide history for the last buy. If this is a new contract, identify any similar contracts and show their history in the chart.

Contract #	CAGE/Name	Size	Method of competition	Period of Performance	# of SB offers

POTENTIAL SOURCES: Identify each method used and identify the amount of SB sources found. Briefly explain why or how sources were acceptable or not acceptable for set-asides. Include the chart to summarize results of the research.

Summary of number and type of sources found:

	Date Researched	# Known Sources	# Prior Offers	# identified in MAC/ GSA Kts	# SAM/ DSBS Search	# Internet Search	Other (identify)
SB Sources							
WOSB Sources							
EDWOSB Sources							
HUBZone Sources							
SDVOSB Sources							
FPI/JWOD Sources							

SUMMARY CONCLUSION:

FINAL RECCOMENDATION FOR ACQUISITION STRATEGY:

Attach a separate SOLE SOURCE JUSTIFICATION (if applicable).

Signature