**Commercial Item Claim Checklist
Supplier Compliance Verification**

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| Supplier      | Description of Supplies or Services      |
| Commercial Item Exemption Claimed (From F335 Commercial Item Status Form) <http://www.lockheedmartin.com/content/dam/lockheed/data/aero/documents/scm/terms/formsinfo/f335.doc>      |
| **Checklist Items** | **Yes** | **No** | **N/A** | **Comments** |
| 1. Does your commercial item claim include sufficient data to support the proposed commercial item claim?
 | [ ]  | [ ]  | [ ]  |       |
| 1. Does your commercial item claim include sales data, invoices, quantities, unit prices, and customers?
 | [ ]  | [ ]  | [ ]  |       |
| 1. Is the sales data comparable in quantities, capabilities and specifications of the product or services?
 | [ ]  | [ ]  | [ ]  |       |
| 1. If the supporting data is redacted, will you agree to a DCAA audit?
 | [ ]  | [ ]  | [ ]  |       |
| 1. If a DCAA audit is required, will you agree to release audit results to Lockheed Martin?
 | [ ]  | [ ]  | [ ]  |       |

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| **Note 1** – Incomplete data may result in a request for additional data, a DCAA assist audit, or a determination  that the item or service is not commercial. |
| The Contracting Officer (CO) will review the CID (Commercial Item Determination) to determine the following: |
| * Adequacy of the CID, ensuring that it includes adequate documentation, is clear and concise, and meets the definition of FAR 2.101. <http://farsite.hill.af.mil/vffara.htm>
* Does the CID include a market analysis and sales history?
* Does the CID require additional sales data and/or data other than certified cost or pricing data?
* Was a price analysis performed? A cost analysis may also be required if price analysis does not adequately prove price reasonableness.
* Examination of books and records – was this performed by either the prime contractor or the Contracting Officer?
* If the CID is not adequate, is cost or pricing data required and obtained?
* Is an assist audit required to support sales or pricing data when the prime is denied access to Supplier records? Was an assist audit obtained if required?
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| **Note 2** – Refer to the Commercial Item Support Guide found on the following pages for the specific information and data required to support a commercial item claim. |

**Commercial Item Claim Checklist
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| **Commercial Item Support Guide**1. **For Unmodified Commercial Items or Components Provide:**
	1. Published and regularly maintained catalogs or price lists for the item itself (if available), and all policies on discounts.
	2. Contracts, sales agreements or invoices for sales to a commercial entity for non-governmental use in quantities representative of the subject procurement for the item itself (as opposed to similar items or items of a type) for the last three (3) years. The documentation shall include:
	3. Customer
	4. Price
	5. Quantities
	6. Terms and Conditions
	7. If sales data is not sufficient for determining price reasonableness, (quantities are not representative or sales data is not current), a cost elemental breakdown shall be provided including labor hours, bill of material, other direct cost, rates, profit and supporting documentations.
2. **For Items Evolved from Commercial Items or Components Provide:**
	1. Contracts, sales agreements or invoices for sales to a commercial entity for non-governmental use in quantities representative of the subject procurement for the un-evolved item.
	2. Technical description detailing the changes from the un-evolved item to the evolved item.
	3. Plan and timing for the re-introduction of the evolved item back into the commercial market place.
	4. A cost elemental breakdown shall be provided including labor hours, bill of material, other direct cost, rates, profit and supporting documentation for the evolved item.
3. **For Modified Commercial Items or Components Provide:**
	1. Contracts, sales agreements or invoices for sales to a commercial entity for non-governmental use in quantities representative of the subject procurement for the unmodified item for the last three (3) years. The documentation shall include:
4. Customer
5. Price
6. Quantities
7. Terms and Conditions
	1. If sales data is not sufficient for determining price reasonableness, (e.g., quantities are not representative or sales data is not current) a cost elemental breakdown shall be provided including labor hours, bill of material, other direct cost, rates, profit and supporting documentations.
	2. For the modification provide:
	3. A technical description of the modification and whether the modification is – (1) of a type customarily available in the commercial marketplace or (2) a minor modification of a type not customarily available in the commercial market place made to meet federal requirements.
	4. If the modification is of a type that is customarily available in the commercial marketplace, provide data other than certified cost or pricing data in the form of a cost elemental breakdown for the delta between the modified and unmodified item(s) including labor hours, bill of material, other direct cost, rates, profit and with supporting documentations.
	5. If the modification is a minor modification of a type not customarily available in the commercial market place as defined in FAR 2.101 <http://farsite.hill.af.mil/vffara.htm> and the cost for the quantity or expected quantity (including option quantities, if any), exceeds the greater of (a) $700,000 or (b) 5% of the amount of the immediate pricing action, then as required in FAR 15.403-1(c)(3)(ii)(b) <http://farsite.hill.af.mil/vffara.htm>,certified cost or pricing data in the form of a cost elemental breakdown for the delta between the modified and unmodified item(s) including labor hours, bill of material, other direct cost, rates, profit and with supporting documentations.
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**Commercial Item Claim Checklist
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| **Commercial Item Support Guide (continued)**1. **For Commercial Item Support Services Provide:**
2. A description of the commercial item the service is supporting. Services must be tied to the support of a commercial item qualified under one of the previous parts.
3. Published and regularly maintained catalogs or prices lists.
4. Contracts, sales agreements or invoices for the last three (3) years showing:
	1. Sales to a commercial entity for non-governmental use.
	2. Under similar terms and conditions.
	3. Contemporaneous with the period of performance of the subject procurement.
5. The contract or sales agreement documentation shall include:
6. Customer
7. Price
8. Quantities
9. Terms and Conditions
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| 1. **For any Combination of Items I Through IV, Provide Supporting Data as Specified in Items I Through IV.**
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| 1. **For Other Commercial Services Provide:**
2. Published and regularly maintained catalogs or prices lists, and all policies on discounts.
3. Contracts, sales agreements or invoices for the last three (3) years showing:
	1. Multiple sales in substantial quantities.
	2. Sales to commercial entities for non-governmental use.
	3. Awarded under competition.
	4. Specific tasks performed or specific out comes achieved.
	5. Using standard commercial terms and conditions.
4. The contracts, sales agreements or invoices documentation shall include:
5. Customer
6. Price
7. Quantities
8. Terms and Conditions
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| 1. **For Any Item, Combination of Items or Services Items I Through VI, Including Interdivisional Transfers Provide Supporting Data as Specified in Items I Through VI.**
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| 1. **For Non-Development Items Provide:**
2. Evidence or statement that the item was development exclusively at private expense.
3. Contracts or sales agreements for sales in substantial quantities to multiple state or local governments of the United States for the last three (3) years. Sales to foreign governments do not constitute sales to state or local governments.
4. The contract or sales agreement documentation shall include:
5. Customer
6. Price
7. Quantities
8. Terms and Conditions
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