Small Business Subcontracting Plan

 (Unless otherwise stated, the following are applicable to and must be included in purchase orders of $700K or more.

This plan is not required for small business or a foreign concern.)

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

 Supplier Code Buyer Name Buyer Code

**Company**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Bid # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_P0# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**US Government Prime Contract Number**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**P/N \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Description: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 ***FIRM OPTION***

# ***Total Value PO/Proposal $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***Total Value of Current Supplement $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

# ***Total Value of Planned Subcontracting $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

1. **GOALS (Firm Quantities) 2) GOALS (Option Quantities)**

Total Value of Subcontracting $\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_

 %/Goal Dollars Value

To Large Business \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_

To Small Business \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_

# SMALL BUSINESS SUBSETS (% and $ of total subcontracting value shown above)

#  SDB \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_

 WOSB \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_

 HubZone \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_

 VOSB \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_

 SDVOSB \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_

 HBCU/MI \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_

Supplier MUST provide an explanation if goals do not meet FAR minimum percentages of 5% for SDB, 5% for WOSB, 3% HUBZone, 3% VOSB and 3%SDVOSB\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**3) CLAUSE FLOW DOWN:**

**a**. Assurances that the offeror will include the FAR clause 52.219-8, Utilization of Small Business Concerns and Small Disadvantaged Business Concerns (see FAR 19.708(b)), in all subcontracts that offer further subcontracting opportunities \_\_\_Yes \_\_\_No

**b**. That the offeror will require all subcontractors (except sm. business) that receive subcontracts in excess of $700,000 ($1,500,000 for construction) to adopt a plan similar to the plan required by FAR clause 52.219-9, Small Business and Small Disadvantaged Business Subcontracting Plan (see FAR 19.708(c)). \_\_\_Yes \_\_\_No

**4) REPORTS:** Assurances that the offeror will submit periodic reports and cooperate in any studies or surveys as may be required by the contracting agency or SBA in order to determine the extent of compliance with the subcontracting plan. Periodic reports include Individual Subcontracting Reports (ISR), and Summary Subcontracting Reports (SSR) which shall be submitted in the Electronic Subcontracting Reporting System (eSRS) and completed in accordance with the instructions contained in the eSRS. In accordance with the requirements of the small business subcontracting plan, you must report your Individual Subcontracting Report by utilizing the Electronic Subcontracting Reporting System (eSRS) system by April 30 and October 30 of each year.  The eSRS website is: [http://www.esrs.gov](http://www.esrs.gov/).   The Sikorsky DUNS number is 835551474.  A Sikorsky contact is responsible for acknowledging or rejecting the report and the email address to use is supplier\_diversity.gr-sik@lmco.com \_\_\_Yes \_\_\_No

**5) RECORDS :** The offeror must retain records, and provide them on request, demonstrating the methods by which it is intended that the goals and requirements of the plan will be met. \_\_\_Yes \_\_\_No

6)**ADMINISTRATOR**: Name of individual to administer the subcontract plan and duties:

Print/Type Name Signature Date: Title

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supplier SBLO Email Supplier SBLO Phone

**GENERAL INSTRUCTIONS - SMALL BUSINESS SUBCONTRACT PLAN**

This report is in accordance with FAR 52.219; Public Law 95-507; Public Law 99-661 (Section 1207); and the Federal Acquisition Streamlining Act (FASA) of 1994. The purpose is to obtain subcontracting goals from large business concerns as required by FAR flow down. This report does not apply to small business or foreign concerns.

The subcontractor will provide their company name and address, the Sikorsky bid or purchase order number, the Government Prime Contract number, and the Sikorsky or contractor P/N (s) with a brief description as applicable. A separate attachment may be used.

In addition, the subcontractor will provide the following information for each section as follows:

1. The total proposed dollar value of the FIRM quantities and the total proposed dollar value of

planned subcontracting to be made on the award or proposal. The total planned

subcontracting dollars will then be stated in dollars and percent to be subcontracted with Small

Business, Small Disadvantaged Business, Women-Owned Business, and Large Business.

2. The total proposed dollar value of the OPTION quantities and the total proposed dollar value

of planned subcontracting to be made on the award or proposal. The total planned

subcontracting dollars will then be stated in dollars and percent to be subcontracted with Small

Business, Small Disadvantaged Business, Women-Owned Business, and Large Business.

3. Certify to assure clause flow down of FAR 52.219-8 will be included in all subcontracts that

offer further subcontracting opportunities and that the subcontractor will require all its

subcontractors (except small businesses) to adopt a plan similar to the plan required by FAR

52.219-9.

4. Certify to assure the subcontractor will submit Individual Subcontracting Reports (ISR) and Summary Subcontracting Reports (SSR) in the Electronic Subcontracting Reporting System (eSRS ) which will be completed in accordance with FAR 52.219-9 and the instructions contained in the eSRS. Furthermore, the subcontractor will cooperate in any studies or surveys as may be required

by the contracting agency or SBA to determine the extent of compliance with the

subcontracting plan.

5. Certify the subcontractor will retain records, and provide them on request, to demonstrate the

methods by which the goals and requirements of the subcontracting plan will be met.

6. Provide the name of the individual who will be responsible to administer the subcontract plan. This individual must sign and date the subcontract plan, as well as provide an email address and phone number.