

DFARS Procedures, Guidance, and Information

PGI 252—Solicitation Provisions and Contract Clauses

(Added June 26, 2015)

PGI 252.1—INSTRUCTIONS FOR USING PROVISIONS AND CLAUSES

PGI 252.103 Identification of provisions and clauses.

(c) Local provisions and clauses developed by departments and agencies for a single-use intended to meet the needs of an individual acquisition (see [201.301\(b\)\(iii\)\(A\)](#)) shall be identified by the title, date, and name of the department or agency that developed the local clause. For example, if “X” Agency negotiated a single-use clause for use of special government facilities during discussions, such clause would be identified in the contract as follows:

“Special Use of Government Facilities (DATE) X Agency”

(d)(1)(A) Local provisions and clauses that will be used on a repetitive basis and constitute a significant revision to the FAR or DFARS (see [201.301\(b\)\(ii\)](#)) shall be identified by—

(1) The chapter assigned to the department or agency under Title 48 of the Code of Federal Regulations (CFR);

(2) FAR subpart “52.2”;

(3) The applicable FAR part;

(4) A four-digit sequential number in the 9000 series for the suffix (see DFARS [252.101\(b\)\(2\)\(ii\)\(B\)](#)); and

(5) Title; and

(6) Date.

(B) For example, if “Y” Agency is assigned a CFR chapter number 99, and has developed a provision regarding an evaluation factor for past performance to be used on a repetitive basis in negotiated acquisitions, such provision would be identified as follows:

“9952.215-9XXX Past Performance Evaluation Factor (DATE)”

(2)(A) Local provisions and clauses that will be used on a repetitive basis and do not constitute a significant revision to the FAR or DFARS (see [201.301\(b\)\(iii\)\(B\)](#)), may be identified by using—

(1) The format identified at [252.103\(d\)\(1\)](#) if the department or agency has been assigned a chapter under Title 48 of the CFR; or

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(2) The following format—

(i) FAR subpart “52.2”;

(ii) The applicable FAR part;

(iii) A four-digit sequential number in the 9000 series for the suffix (see DFARS [252.101](#)(b)(2)(ii)(B));

(iv) Title;

(v) Date; and

(vi) Agency name.

(B) For example, if “Z” Agency is assigned a CFR chapter number 98 and has a repetitive-use clause with point of contact information for the agency’s task and delivery order ombudsman, such clause may be identified, in accordance with agency procedures, in the solicitation in one of the following formats—

“9852.216-9XXX Task and Delivery Order Ombudsman (DATE)”

OR

“52.216-9XXX Task and Delivery Order Ombudsman (DATE) Z Agency”