

## GENERAL SERVICES ADMINISTRATION

[OMB Control No. 3090-0204]

### General Services Administration Acquisition Regulation; Information Collection; Commercial Delivery Schedule Clause and Notice of Shipment

**AGENCY:** Office of the Chief Acquisition Officer, GSA.

**ACTION:** Notice of request for comments regarding a renewal to an existing OMB clearance.

**SUMMARY:** Under the provisions of the Paperwork Reduction Act of 1995 (44 U.S.C. Chapter 35), the General Services Administration will be submitting to the Office of Management and Budget (OMB) a request to review and approve a renewal of a currently approved information collection requirement regarding commercial delivery schedule clause and notice of shipment.

Public comments are particularly invited on: Whether this collection of information is necessary and whether it will have practical utility; whether our estimate of the public burden of this collection of information is accurate, and based on valid assumptions and methodology; ways to enhance the quality, utility, and clarity of the information to be collected.

**DATES:** Submit comments on or before: February 11, 2005.

**FOR FURTHER INFORMATION CONTACT:** Ms. Jeritta Parnell, Procurement Analyst, Contract Policy Division, at telephone (202) 501-4082 or via e-mail to [jeritta.parnell@gsa.gov](mailto:jeritta.parnell@gsa.gov).

**ADDRESSES:** Submit comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to the Regulatory Secretariat (V), General Services Administration, Room 4035, 1800 F Street, NW., Washington, DC 20405. Please cite OMB Control No. 3090-0204, Commercial Delivery Schedule Clause and Notice of Shipment in all correspondence.

#### SUPPLEMENTARY INFORMATION:

##### A. Purpose

The Commercial Delivery Schedule (Multiple Award Schedule) clause required offerors to provide their commercial delivery terms and conditions. FSS awards contracts to commercial firms under terms and conditions that mirror commercial practices for the supplies and services. In order to ensure the Government obtains the supplies within the offeror's commercial delivery timeframe, the

offeror must provide the information requested in the GSAR clause, Commercial Delivery Schedule (Multiple Award Schedule). Such a notice is necessary when preparations need to be made for docking arrangements, storage, trans-shipment of materials handling equipment of supplies and equipment upon delivery, labor and inside delivery at destination.

##### B. Annual Reporting Burden

*Total Responses annually:* 10,305

*Hours Per Response:* .26

*Total Burden Hours:* 2679

##### *Obtaining Copies of Proposals:*

Requesters may obtain a copy of the information collection documents from the General Services Administration, Regulatory Secretariat (V), 1800 F Street, NW., Room 4035, Washington, DC 20405, telephone (202) 208-7312. Please cite OMB Control No. 3090-0204, Commercial Delivery Schedule Clause and Notice of Shipment, in all correspondence.

Dated: November 30, 2004.

**Laura Auletta**

*Director Contract Policy Division*

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**BILLING CODE 6820-61-S**

## GENERAL SERVICES ADMINISTRATION

[OMB Control No. 3090-0007]

### General Services Administration Acquisition Regulation; Information Collection; GSA Form 527, Contractor's Qualifications and Financial Information

**AGENCY:** Office of the Chief Finance Officer, GSA.

**ACTION:** Notice of request for comments regarding a renewal to an existing OMB clearance.

**SUMMARY:** Under the provisions of the Paperwork Reduction Act of 1995 (44 U.S.C. Chapter 35), the General Services Administration has submitted to the Office of Management and Budget (OMB) a request to review and approve a renewal of a currently approved information collection requirement regarding GSA Form 527, Contractor's Qualifications and Financial Information. A request for public comments was published in the **Federal Register** at 69 FR 56769, September 22, 2004. No comments were received.

Public comments are particularly invited on: Whether this collection of information is necessary and whether it will have practical utility; whether our estimate of the public burden of this

collection of information is accurate, and based on valid assumptions and methodology; ways to enhance the quality, utility, and clarity of the information to be collected.

**DATES:** Submit comments on or before: January 12, 2005.

#### FOR FURTHER INFORMATION CONTACT:

Michael J. Kosar, Accountant, Office of the Chief Financial Officer, Office of Finance, at (202) 501-2029 or via email to [mike.kosar@gsa.gov](mailto:mike.kosar@gsa.gov).

**ADDRESSES:** Submit comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to Ms. Jeanette Thornton, GSA Desk Officer, OMB, Room 10236, NEOB, Washington, DC 20503, and a copy to the Regulatory Secretariat (V), General Services Administration, Room 4035, 1800 F Street, NW., Washington, DC 20405. Please cite OMB Control Number 3090-0007, GSA Form 527, Contractor's Qualifications and Financial Information, in all correspondence.

#### SUPPLEMENTARY INFORMATION:

##### A. Purpose

GSA Form 527 is used to determine the financial capability of prospective contractors as to whether they meet the financial responsibility standards in accordance with the Federal Acquisition Regulation and the General Services Administration Acquisition Manual.

##### B. Annual Reporting Burden

*Respondents:* 2,940

*Responses Per Respondent:* 1.2

*Total Responses:* 3,528

*Hours Per Response:* 2.5

*Total Burden Hours:* 8,820

##### *Obtaining Copies of Proposals:*

Requesters may obtain a copy of the information collection documents from the General Services Administration, Regulatory Secretariat (VIR), 1800 F Street, NW., Room 4035, Washington, DC 20405, telephone (202) 208-7312. Please cite OMB Control No. 3090-0007, GSA Form 527, Contractor's Qualifications and Financial Information, in all correspondence.

Dated: December 3, 2004.

**Michael W. Carleton,**

*Chief Information Officer.*

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