

Texas A&M AgriLife Reasonable Price/Cost Analysis

REASONABLE PRICE/COST ANALYSIS BASED ON:

Only one quote is obtained, the proposed cost/price must be evaluated to determine if it is fair and reasonable by completing the cost/price analysis below.

- Total purchase is less than \$10,000, this form is not required.
- Total purchase is greater than \$10,000, but less than \$100,000, sections I, II, and IV must be completed.
- Total purchase is \$100,000 and over section I, III and IV must be completed.

SECTION I: Total Purchase \$10,000 and More

Debarment/Suspension

___ System for Award Management at SAM.gov has been verified.

SECTION II: Total Purchase Between \$10,000 and \$100,000

___ Based on my personal knowledge and experience as a buyer, the prices quoted are fair and reasonable for the items being purchased.

SECTION III: Total Purchase \$100,000 and Over (Check two or more)

Price Analysis

___ Commercial catalog/published price list (copy attached) or supplier website: _____

___ Established market price: (catalog pricing for similar product, other similar purchasing organizations experience etc.) Means of verification _____

___ Comparison with prior purchase of same or similar item:

Vendor _____ P.O. Number _____ Date Ordered _____

Quantity _____ Unit _____ Total Price _____

Basis for determining reasonable price _____

Cost Analysis

___ Value analysis by buyer/user/technical personnel (include review of technical data, examination of sample, past usage and/or experience, etc.) (copy attached)

___ Other: Educational pricing/State contract pricing/GSA pricing/Specific reason: (Valid purchase request/minimum order quantity/high priority and delivery/special packaging/marketing)

Specify _____

SECTION IV: Price/Cost Analysis Complete

___ I have conducted the above stated reasonable price/cost analysis.

SIGNATURE AND DATE REQUIRED

Buyer

Date