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Contract Review

LC. All rights reserved mortdwide. Rev: E.O. Number Description Letter Date Used Or Contract#: **Your Company Name** Prepared By: Date Your Dept: Date **YOUR PROGRAM** Your Dept: Date Your Dept: Your Procedure # Date Your Dept: CAGE: Form Rev: Orig $1\ of\ 8$ Date Size:

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1.0 Scope

Perform a careful review of all purchase order referenced documents and record compliance capability(s) in suitable formats to integrate special or unusual purchase order requirements.

Applicable Documents 2.0

- Jed worldwide. Compliance Matrix-1 for review of Request for Proposal or other suitable format 2.1
- Compliance Matrix-2 or other suitable format 2.2
- 2.3 Contract Review or other suitable format
- 2.4 Work Breakdown Structure or other suitable format

3.0 Requirements

3.1 Contract Review Form

Complete the form following its format and use the COMMENTS field to record

Compliance Matrix-1 Form for Request for Proposal Review 3.2

Complete the form following its format and place a check mark in the ACCEPT or MODIFY column to report

Provide a brief description and summary of proposed modifications on Company letterhead.

3.2 Compliance Matrix-2 Form

Complete the form following its format and as applicable use the SUPPORTING DOCUMENTATION field to:



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Work Breakdown Structure 3.3

Use the Compliance Matrix as a planning document to produce a Work Breakdown Structure to schedule tasks and record

3.4 **Document Order of Precedence**

Observe the following document order of precedence in the event of conflict, ambiguity or contradiction:

NOTE:

copyright. In Specialties, I.C. with Customer specifications take precedence over those of an agency of the U.S. Government and

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Compliance Matrix-1

(Program Name - Contract - Revision)

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Compliance Matrix-2

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Work Breakdown Structure

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