
TECHNICAL SUPPORT TO NEGOTIATIONS (TSN) KEY POINTS

Prior-to-Award Activities

This sample list of key points includes issues that are usually addressed in a TSN Report. Report formats and content depth and breadth can vary based on the evaluation conducted, customer requests, the functional specialist team, the offeror, and other factors. Use these key points to help you become familiar with the report.

Report Sections

Background/Scope

- DCMA's technical evaluation of the offeror to determine the reasonableness, necessity, and allocability of resources in the offeror's proposal
- Agrees that the proposal was developed in accordance with the requirements set forth in the Statement of Work (SOW)
- Statements about the offeror's specialty in manufacturing or delivering services
- Includes a purpose of procurement and product or services to be supplied
- Provides offeror's history and delivery date(s)

Organization Reviewed

- Offeror address

Review Attendees

- Offeror, DCMA, and any other individuals in attendance/contact information
- Location(s) of Prior-to-Award Activities

Executive Summary

- Key points discussed or learned during the review

Recommendation/Summary

- A recommendation summary attesting to the reasonableness, necessity, and allocability for the following items reviewed:
 - Recurring and non-recurring hours
 - Costs, kind, and quantities for materials traced
 - Labor skills for the processes required
 - Recommendation
- Signature
- Independence Statement stating the reviewer does not have any conflict of interest