Cost/Price Analysis for Contracted Services

Purchasing Office
MSN 3C1
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Fairfax, VA 22030
Phone #: (703) 993-2580
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1. Title of Grant/Project:


2. Responsible GMU Office/Principal Investigator


3. What is the "Deliverable" you expect to receive from this contract? Among other things, a deliverable could be a study, report, research, analytical assistance, advisory guidance, or participation in a symposium.

4. What level of effort do you expect the contractor to perform to create this deliverable? (Lab research, field research, travel, administrative support, etc.)

5. What is the basis for your belief that the proposed cost of the deliverable is fair and reasonable? (Hourly rate comparison, market comparison, cost to perform level of effort yourself, value analysis, etc.) Several factors may be relevant. Please provide sufficient factual detail to support a conclusion that the amount being paid is reasonable.

6. Specify the terms/method of compensation desired. (Single payment at a fixed price? Periodic payments? Daily or hourly rate? Expense reimbursement?)

__________________________  ________________
Signature (Principal Investigator)  Date