- (g) The Contractor shall include this clause, including this paragraph (g) in all subcontracts under this contract, which exceed the simplified acquisition threshold in Part 13 of the Federal Acquisition Regulation.
- 152. Section 252.247-7024 is amended by revising the clause date to read "(NOV 1995)" and by revising paragraph (b) to read as follows:

252.247-7024 Notification of transportation of supplies by sea.

(b) The Contractor shall include this clause, including this paragraph (b), revised as necessary to reflect the relationship of the contracting parties, in all subcontracts hereunder, except (effective May 1, 1996) subcontracts for the acquisition of commercial items or components.

PART 253—FORMS

153. Section 253.204-70 is revised to read as follows:

253.204-70 DD Form 350, Individual Contracting Action Report.

Policy on use of a DD Form 350 is in 204.670-2. This subsection 253.204-70 contains instructions for completion of Parts A through F of the DD Form 350. Paragraph (g) of this subsection contains special instructions for completing a DD Form 350 for an action of \$25,000 or less under the Small Business Competitiveness Demonstration Program.

(a) Part A of the DD Form 350. Part A identifies the report and the reporting activity. Complete all four

(1) BLOCK A1, TYPE OF REPORT. Enter one of three codes.

(i) Code 0-Original.

Enter code 0 unless 1 or code 2 applies.

(ii) Code 1–Cancelling.

A cancelling action cancels an existing DD Form 350 in accordance with departmental data collection point instructions.

(iii) Code 2-Correcting.

A correcting action corrects an existing DD Form 350 action in accordance with departmental data collection point instructions.

(2) BLOCK A2, REPORT NO. Enter the four digit local control number (see 204.670-3(a)(4)). If Block A1 is coded 1 or 2, use the prior report number rather than a new one.

(3) BLOCK A3, CONTRACTING OFFICE CODE.

Enter the code assigned the contracting office by the departmental data collection point in 204.670–1(c).

(4) BLOCK A4, NAME OF CONTRACTING OFFICE.

Enter sufficient detail to establish the identity of the contracting office.

- (b) Part B of the DD Form 350. Part B identifies the transaction. (1) BLOCK B1, CONTRACT NUMBER.
- (i) Enter
- (A) The DoD contract number; or
- (B) For orders under contracts awarded by other Federal agencies, the contract number of that Federal agency as it appears in the contractual instrument.
- (ii) Do not leave spaces between characters, and do not enter dashes, slants, or any other punctuation marks.
- (iii) The DoD contract number is the basic (13 alphanumeric character) procurement instrument identification number (PIIN) that was assigned in accordance with 204.7001 or constructed under an exception permitted by 204.7000. Do not enter any supplementary procurement instrument numbers as part of the contract number (these go in Block B2).
- (2) BLOCK B2, MOD. ORDER OR OTHER ID NUMBER.

Enter the supplemental procurement identification number (if there is one) that was assigned in accordance with 204.7004 or as permitted by 204.7000. It can be up to 19 characters. Usually calls and orders have a four-position number (see 204.7004-4) and modifications (including modifications of calls or orders) have a six-position modification number (see 704.7003 or 204.7004(b))

(3) BLOCK B3, ACTION DATE.

- (i) Enter the year, month, and day of the effective date for fiscal obligation purposes. When contract actions are awarded contingent on the availability of funds, enter the date funds are obligated.
- (ii) Enter each segment as a two digit number. Use 01 through 12 for January through December. For example, enter January 2, 1999 as 990102.
- (4) BLOCK B4, COMPLETION DATE. (i) Enter the year, month, and day of

the last contract delivery date or the end of the performance period.

(ii) Enter each segment as a two digit number. Use 01 through 12 for January through December. For example, enter January 2, 1999 as 990102.

(5) BLOCK B5, CONTRACTOR IDENTIFICATION INFORMATION.

- (i) Use data that relates to the contractor whose name and address appears in the contract document (Block 7 of the SF 26, Award/Contract; Block 8 of the SF 30, Amendment of Solicitation/Modification of Contract; Block 15A of the SF 33, Solicitation, Offer and Award; or Block 9 of the DD Form 1155, Order for Supplies or Services), except-
- (A) For contracts placed with the Small Business Administration under Section 8(a) of the Small Business Act,

use data that relates to the company that will be performing the work.

(B) For orders placed against a contract awarded by another agency, also use data that relates to the company that will be performing the work.

(C) For Federal supply schedule orders, use data that applies to the contractor whose name appears on the schedule (not the data for the agent to whom orders may be sent).

(D) For contracts with the Canadian Commercial Corporation (CCC), use data for the appropriate CCC office, except as

noted in Block B5B.

(ii) Block B5 has seven parts. Some of the parts may not apply to the action being reported.

(A) BLOCK B5A, ESTABLISHMENT

CODE.

Enter the contractor's 9-position contractor establishment code (CEC). If CEC is not available within the contracting activity, use the procedures at 204.7202-2 to obtain one.

(B) BLOCK B5B, CAGE CODE Enter the 5-position commercial and Government entity (CAGE) code that identifies the contractor plant or establishment. If the CAGE code is not already available in the contracting office and the apparent awardee does not respond to the provision at 252.204-7001, Commercial and Government Entity (CAGE) Code Reporting, use the procedures as 204.7202-1 to obtain one.

(C) BLOCK B5C, CONTRACTOR NAME AND DIVISION NAME.

Enter the contractor's name. Include its division name.

(D) BLOCK B5D, CONTRACTOR ADDRESS.

Enter the contractor's address. Include street address (and/or P.O. Box), city/ town, state/country, and ZIP code, if applicable. Do not enter foreign postal codes.

(E) BLOCK B5E, TIN.

Enter the contractor's taxpayer identification number (see FAR Subpart

Leave Block B5E blank if the contractor is-

(1) A nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the trade or business in the United States; and does not have an office or place of business or a fiscal paying agent in the United States;

(2) An agency or instrumentality of a foreign government; or

(3) An agency or instrumentality of a Federal, State, or local government.

(F) BLOCK B5F, PARENT TIN. Enter the contractor's parent company (common parent) TIN (see FAR 4.9 and 52.204-3). If the contractor does not have a parent company or the parent