

# DFARS Procedures, Guidance, and Information

## PGI 208—Required Sources of Supplies and Services

---

### PGI 208.4—FEDERAL SUPPLY SCHEDULES

#### PGI 208.404 Using schedules.

##### Related Policy Memoranda:

(1) September 13, 2004, memorandum from the Director of Defense Procurement and Acquisition Policy, Subject: Approval Levels for Sole Source Orders Under Federal Supply Schedules (FSSs) and Multiple Award Contracts (MACs) – Establishes approval levels and documentation requirements for sole source orders under FSSs and MACs.

(2) October 1, 2004, memorandum from the GSA Office of the Chief Acquisition Officer, Subject: Purchases on Behalf of Other Agencies – Reinforces the policy at FAR 8.404(b) and (c)(3), requiring a contracting officer placing an order on behalf of another agency to apply the regulatory and statutory requirements applicable to the agency for which the order is placed. This requires early dialogue between the requiring and acquiring agencies, and may also require communication within the requiring agency, between the office initiating the request and the requiring agency's contracting office.