RESET FORM

UNITED STATES GOVERNMENT INTERAGENCY AGREEMENT (IAA)
Agreement Between Federal Agencies
General Terms & Conditions (GT&C) Section

BUREAU OF THE Fiscal Service
LEAD. TRANSFORM. DELIVER.

IAA Number _____ _____ _____
GT&C # Order # Amendment # / Mod #

DEPARTMENT AND/OR AGENCY		
1.	**Requesting Agency of Products / Services**	**Servicing Agency Providing Products / Sevices**
Name		Center for Information Technology, ISDP
Address		6555 Rock Spring Drive, Bethesda Md 20817

2. Servicing Agency Tracking Number (Optional) : _____

3. Assisted Acquisition Agreement ☐ **Yes** ☐ **No**

4. GT&C Action (Check action being taken)

☐ **New**

☐ **Amendment** - Complete only the GT&C blocks being changed and explain the changes being made.

☐ **Cancellation** - Provide a brief explanation for the IAA cancellation and complete the effective End Date.

5. Agreement Period Start Date _____ End Date _____ of IAA or effective cancellation date
MM-DD-YYYY MM-DD-YYYY

6. Recurring Agreement (Check One) A Recurring Agreement will continue, unless a notice to discontinue is received

☐ Yes If **Yes**, this is an: Annual Renewal ☐
Other Renewal ☐ State the other renewal period: _____

☐ No

7. Agreement Type (Check One) ☐ Single Order IAA ☐ Multiple Order IAA

8. Are Advance Payments Allowed for this IAA (Check One) ☐ Yes ☐ No

If **Yes** is checked, enter Requesting Agency's Statutory Authority Title and Citation

Note: Specific advance amounts will be captured on each related order.

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9. Estimated Agreement Amount (The Servicing Agency completes all information for the estimated agreement amount)

(Optional for assisted Acquisitions)

Direct Cost _____

Overhead Fees & Charges _____

Total Estimated Amount _____ $0.00

Provide a general explanation of the Overhead Fees and Charges

10. STATUTORY AUTHORITY

a. Requesting Agency's Authority (Check One)

Franchise Fund	Revolving Fund	Working Capital Fund	Economy Act (31 U.S.C. 1535 / FAR 17.5)	Other Authority
☐	☐	☐	☐	☐

Fill in Statutory Authority Title and Citation for Franchise Fund, Revolving Fund, Working Capital Fund, or Other Authority

b. Servicing Agency's Authority (Check One)

Franchise Fund	Revolving Fund	Working Capital Fund	Economy Act (31 U.S.C. 1535 / FAR 17.5)	Other Authority
☐	✔	☐	☐	☐

Fill in Statutory Authority Title and Citation for Franchise Fund, Revolving Fund, Working Capital Fund, or Other Authority

11. Requesting Agency's Scope (State and/or List Attachments that support Requesting Agency's Scope.)

12. Roles and Responsibilities for the Requesting Agency and the Servicing Agency (State and/or list attachments for the roles and responsibilities for the Requesting Agency and the Servicing Agency)

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13. Restrictions (Optional) (State and/or attach unique requirements and/or mission specific restrictions specific to this IAA).

14. Assisted Acquisition Small Business Credit Clause (The Servicing Agency will allocate the socio-economic credit to the Requesting Agency for any contract actions it has executed on behalf of the Requesting Agency).

15. Disputes: Disputes related to this IAA shall be resolved in accordance with instructions provided in the Treasury Financial Manual (TFM) Volume I, Part 2, Chapter 4700, Appendix 10; Intragovernmental Transaction (IGT) Guide.

16. Termination (Insert the number of days that this IAA may be terminated by written notice by either the Requesting or Servicing Agency.)

If this agreement is cancelled, any implementing contract/order may also be canceled. If the IAA is terminated, the agencies shall agree to the terms of the termination, including costs attributable to each party and the disposition of awarded and pending actions.
If the Servicing Agency incurs costs due to the Requesting Agency's failure to give the requisite notice of its intent to terminate the IAA, the Requesting Agency shall pay any actual costs incurred by the Servicing Agency as a result of the delay in notification, provided such costs are directly attributable to the failure to give notice.

17. Assisted Acquisition Agreements - Requesting Agency's Organizations Authorized to Request Acquisition Assistance for this IAA (State or attach a list of Requesting Agency's organizations authorized to request acquistion assistance for this IAA.

18. Assisted Acquisition Agreements - Servicing Agency's Organizations Authorized to Request Acquisition Assistance for this IAA (State or attach a list of Servicing Agency's organizations authorized to request acquistion assistance for this IAA.)

19. Requesting Agency Clause(s) (Optional) (State and/or attach any additional Requesting Agency clauses.)

20. Servicing Agency Clause(s) (Optional) (State and/or attach any additional Servicing Agency clauses.)

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21. Additional Requesting Agency and/or Servicing Agency Attachments (Optional) (State and/or attach any additional Requesting Agency and/or Servicing Agency Attachments)

22. Annual Review of IAA
By signing this agreement, the parties agree to annually review the IAA if the agreement period exceeds one year. Appropriate changes will be made by amendment to the GT&C and/or modification to any affected Order(s).

AGENCY OFFICIAL

The Agency Official is the highest level accepting authority or official as designated by the Requesting Agency and Servicing Agency to sign this agreement. Each Agency Official must ensure that the general terms and conditions are properly defined, including the stated statutory authorities, and, that the scope of work can be fulfilled as per the agreement.

The Agreement Period Start Date (Block 5) must be the same as or later than the signature dates.

Actual work for this IAA may NOT begin until an Order has been signed by the appropriate individuals, as stated in the Instructions for Blocks 37 and 38.

23.	Requesting Agency	Servicing Agency
Name		Daniel Macias
Title		Chief Financial Officer, CIT
Telephone Number(s)		(301) 827-2362
Fax Number		
Email Address		Daniel.Macias@nih.gov
SIGNATURE		
Approval Date		