

## INDEPENDENT GOVERNMENT COST ESTIMATES

**Effective Immediately:** All purchase requests equal to or greater than \$150,000 must include an independent government cost estimate (IGCE) and may be required for smaller requirements at the Contracting Officer's discretion.

**Prior to submitting an IGCE, ensure that it:**

1. Contains enough detail to verify the validity of a contractor's proposal.
2. Provides sufficient supporting narrative and analytical detail (reference material).
3. Is reviewed, signed (hand or Common-Access-Card) and dated by the preparer including their organization, position, title, and telephone number.
4. Is reviewed, signed and dated by the preparer's immediate supervisor including their organization, position, title, rank/grade, and telephone number.
5. Includes a signed certification that the IGCE was developed independently (without contractor assistance) by the Government prior to seeking any formal proposals for contractors.