**Procurement – Pre-Solicitation Independent Estimate Worksheet**

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| **Grantee:** | Click or tap here to enter text. |
| **Completed by:** | Click or tap here to enter text. |
| **Item to Procure:** | Click or tap here to enter text. |
| **Date Completed:** | Click or tap to enter a date. |

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| **Pre-Solicitation Independent Estimate** – Prior to developing a cost or price analysis, a recipient must develop a pre-solicitation independent cost estimate (ICE) of the proper price and cost levels for the products or services to be purchased. The pre-solicitation ICE should inform the post-bid cost and price analysis. The ICE can assist in determining the reasonableness or unreasonableness of price and/or the estimated costs to perform the work. |
| **Date of estimate:** | Click or tap to enter a date. |
| **Pre-Solicitation Independent Estimate:**(Based on Price or Cost Method) | $ Independent Estimate |
|  |
| **Price Estimate or Cost Estimate** |
|[ ]  Price Estimate section is completed. |
|[ ]  Cost Estimate section is completed. |
|  |
| **PRICE ESTIMATE** |
| **Method of Obtaining Independent Price Estimate:** |
|  | **Sources**Sources of the Independent Estimate Determination | **References**Name or description of source. Attach documentation of reference for amount | **Price**Attach documentation of amount |
|  | Choose an item. | Reference | $ Source Price |
|  | Choose an item. | Reference | $ Source Price |
|  | Choose an item. | Reference | $ Source Price |
|  | Choose an item. | Reference | $ Source Price |
|  | Choose an item. | Reference | $ Source Price |

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| **COST ESTIMATE***Required for Sole Source Procurements and Single Response Procurements* |
| **Method of Obtaining Independent Cost Estimate:**Note that using a Cost Analysis requires the recipient to negotiate profit as a separate element of cost. (4220.1F VI.6.a(2)) |
|  | **Element of Cost** | **Estimated** | **Total Element****Cost** |
| **Hours**(If Applicable) | **Unit Cost**(If Applicable) |
|  | Element | Hours | $ Unit | $ Element Total |
|  | Element | Hours | $ Unit | $ Element Total |
|  | Element | Hours | $ Unit | $ Element Total |
|  | Element | Hours | $ Unit | $ Element Total |
|  | Element | Hours | $ Unit | $ Element Total |
|  | Element | Hours | $ Unit | $ Element Total |
|  | Element | Hours | $ Unit | $ Element Total |
|  | Element | Hours | $ Unit | $ Element Total |
|  | Element | Hours | $ Unit | $ Element Total |
|  | Profit | $ Element Total |
|  | Total | $ Grand Total |

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|  | **True** | **False** |
| **Other Price Estimation or Cost Estimation Worksheet**A different price estimation or cost estimation worksheet was used to develop the independent estimate?(If true, attach documentation.) |[ ] [ ]