DEPARTMENT OF THE NAVY
OFFICE OF THE ASSISTANT SECRETARY
(RESEARCH, DEVELOPMENT AND ACQUISITION)
1000 NAVY PENTAGON
WASHINGTON DC 20350-1000

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MEMORANDUM FOR DISTRIBUTION

SUBJECT: Department of the Navy (DON) Furniture Acquisition Policy

The DON is providing the acquisition tools to reduce the costs of acquiring commonly purchased furniture products. Centralizing acquisition around a suite of common contracting vehicles will reduce overall furniture procurement costs by streamlining procurement and administration processes and facilitating standardization.

Effective immediately, only the Naval Supply Systems Command (NAVSUP) Fleet Logistic Center (FLC), Norfolk suite of strategically sourced Blanket Purchase Agreements (BPAs) shall be used for ordering office, dorm and quarters, child development, and industrial and institutional furniture. These BPAs include sufficient manufacturers and vendors to support replacing and matching existing furniture items and furniture systems.

The suite of vehicles and ordering guide are available on RDA's Acquisition One source under Strategic Sourcing, Policy & Guidance at https://acquisition.navy.mil/home/acquisition one source/strategic sourcing

The BPAs do not include shipboard furniture. Ships are exempt from the mandatory use of the DON BPAs described under this policy.

Authority to approve exceptions to this policy must be made on a case by case basis at a level no lower than the Chief of the Contracting Office.

My point of contact is Mr. Jamey Halke, SUP 02, Strategic Sourcing Program Manager, Naval Supply Systems Command (NAVSUP), (717) 605-7488, DSN 430-7488 or e-mail address jamey.halke @navy.mil.

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See page 2

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