# PART 5313 - Simplified Acquisition Procedures

**2019 Edition**

Table of Contents

[SUBPART 5313.1 — PROCEDURES 2](#_Toc76997947)

[5313.106-1 Soliciting from a Single Source 2](#_Toc76997948)

[5313.106-3 Award and Documentation 2](#_Toc76997949)

[SUBPART 5313.2 – ACTIONS AT OR BELOW THE MICRO-PURCHASE THRESHOLD 2](#_Toc76997950)

[5313.201 General 2](#_Toc76997951)

[SUBPART 5313.3 – SIMPLIFIED ACQUISITION METHODS 3](#_Toc76997952)

[5313.301 Governmentwide Commercial Purchase Card 3](#_Toc76997953)

[5313.303-5 Purchases Under BPAs 3](#_Toc76997954)

[SUBPART 5313.5 – SIMPLIFIED PROCEDURES FOR CERTAIN COMMERCIAL ITEMS 3](#_Toc76997955)

[5313.500 General 3](#_Toc76997956)

[5313.501 Special Documentation Requirements 3](#_Toc76997957)

## SUBPART 5313.1 — PROCEDURES

### 5313.106-1 Soliciting from a Single Source

(b)For acquisitions that exceed the micro-purchase threshold, but do not exceed the Simplified Acquisition Threshold, the tailorable [Single Source Justification](https://usaf.dps.mil/sites/AFCC/KnowledgeCenter/contracting_templates/single_source_justification.pdf) template may be used.

### 5313.106-3 Award and Documentation

(a) See the tailorable [Determination of Fair & Reasonable Price](https://usaf.dps.mil/sites/AFCC/KnowledgeCenter/contracting_templates/determination_of_fair_and_reasonable_price.pdf) template when using Simplified Acquisition Procedures under FAR Subpart 13.1.

## SUBPART 5313.2 – ACTIONS AT OR BELOW THE MICRO-PURCHASE THRESHOLD

### 5313.201 General

(g)(1) See [MP5301.601(a)(i)](mp_5301.601(a)(i).docx#p5313201g1).

## SUBPART 5313.3 – SIMPLIFIED ACQUISITION METHODS

### 5313.301 Governmentwide Commercial Purchase Card

See [AFI 64-117](http://static.e-publishing.af.mil/production/1/saf_aq/publication/afi64-117/afi64-117.pdf), *Air Force Governmentwide Purchase Card (GPC) Program* and *The GPC Expanded Use Guidebook,* dated March 2019.

### 5313.303-5 Purchases Under BPAs

(b)(1) Individual purchases under BPAs established in accordance with FAR 13.303-2(c)(3) may be made up to the purchase limitation identified in the BPA.

(2) Individual purchases of commercial items, other than BPAs established in accordance with FAR 13.303-2(c)(3), may be made up to the dollar limitation specified in FAR 13.500.

## SUBPART 5313.5 – SIMPLIFIED PROCEDURES FOR CERTAIN COMMERCIAL ITEMS

### 5313.500 General

(c)(1) See [MP5301.601(a)(i)](mp_5301.601(a)(i).docx#p5313_500_c_1).

See [AFICC PGI 5313.500](pgi_5313.docx).

### 5313.501 Special Documentation Requirements

(a)(1)(ii) See the tailorable [Sole Source (Including Brand Name) Justification - Simplified Procedures for Certain Commercial Items](https://usaf.dps.mil/sites/AFCC/KnowledgeCenter/contracting_templates/sole_source_justification.pdf) template.

(a)(2) See [5306.304(a)](5306.docx#p5306304) for the approving officials for acquisitions using the limited or sole source justification at FAR 13.501(a)(2).