



**INSTRUCTIONS FOR COMPLETING DD FORM 1423**  
(See DoD 5010.12-M for detailed instructions.)

FOR GOVERNMENT PERSONNEL

**Item A.** Self-explanatory.

**Item B.** Self-explanatory.

**Item C.** Mark (X) appropriate category: TDP - Technical Data Package; TM - Technical Manual; Other - other category of data, such as "Provisioning", "Configuration Management", etc.

**Item D.** Enter name of system/item being acquired that data will support.

**Item E.** Self-explanatory (to be filled in after contract award).

**Item F.** Self-explanatory (to be filled in after contract award).

**Item G.** Signature of preparer of CDRL.

**Item H.** Date CDRL was prepared.

**Item I.** Signature of CDRL approval authority.

**Item J.** Data CDRL was approved.

**Item 1.** See DoD FAR Supplement Subpart 4.71 for proper numbering.

**Item 2.** Enter title as it appears on data acquisition document cited in item 4.

**Item 3.** Enter subtitle of data item for further definition of data item (optional entry).

**Item 4.** Enter Data Item Description (DID) number, military specification number, or military standard number listed on the ASSIST website), or onetime DID number, that defines data content and format requirements.

**Item 5.** Enter reference to tasking in contract that generates requirement for the data item (e.g., Statement of Work paragraph number).

**Item 6.** Enter technical office responsible for ensuring adequacy of the data item.

**Item 7.** Specify requirement for inspection/acceptance of the data item by the Government.

**Item 8.** Specify requirement for approval of a draft before preparation of the final data item.

**Item 9.** For technical data, specify requirement for contractor to mark the appropriate distribution statement on the data (ref. DoD 5230.24).

**Item 10.** Specify number of time data items are to be delivered.

**Item 11.** Specify as-of date of data item, when applicable.

**Item 12.** Specify when first submittal is required.

**Item 13.** Specify when subsequent submittals are required, when applicable.

**Item 14.** Enter addresses and number of draft/final copies to be delivered to each addressee. Explain reproducible copies in item 16.

**Item 15.** Enter total number of draft/final copies to be delivered.

**Item 16.** Use for additional/clarifying information for Items 1 through 12. Examples are: Tailoring of documents cited in item 4; Clarification of submittal dates in items 12 and 13; Explanation of reproducible copies in item 14.; Desired medium for delivery of the data item.

FOR CONTRACTOR PERSONNEL

**Item 17.** Specify appropriate price group from one of the following groups of effort in developing estimated prices for each data item on the DD Form 1423.

a. Group I. Definition - Data which is not otherwise essential to the Contractor's performance of the primary contracted effort (production, development, testing, and administration) but which is required by DD Form 1423.

Estimated Price - Costs to be included under Group I are those applicable to preparing and assembling the data item in conformance with Government requirements, and the administration and other expenses related to reproducing and delivering such data items to the Government.

b. Group II. Definition - Data which is essential to the performance of the primary contracted effort but the Contractor is required to perform additional work to conform to Government requirements with regard to depth of content, format, frequency of submittal, preparation, control, or the data item.

Estimated Price - Cost to be included under Group II are those incurred over and above the cost of the essential data item without conforming to Government requirements, and the administrative and other expenses related to reproducing and delivering such data item to the Government.

c. Group III. Definition - Data which the Contractor must develop for his internal use in performance of the primary contracted effort and does not require any substantial change to conform to Government requirements with regard to depth of content, format, frequency or submittal, preparation, control, and quality of the data item.

Estimated Price - Cost to be included under Group III are the administrative and other expenses related to reproducing and delivering such data item to the Government.

d. Group IV. Definition - Data which is developed by the Contractor as part of his normal operating procedures and his effort in supplying these data to the Government is minimal.

Estimated Price - Group IV Item should normally be shown on the DD Form 1423 at no cost.

**Item 18.** For each data item, enter an amount equal to that portion of the total price which is estimated to be attributable to the production or development for the Government of that item of data. These estimated data prices shall be developed only from those costs which will be incurred as a direct result of the requirement to supply the data, over and above those costs which would otherwise be incurred in performance of the contract if no data were required. The estimated data prices shall not include any amount for rights in data. The Governments' right to use the data shall be governed by the pertinent provisions of the contract.



CONTRACT DATA REQUIREMENTS LIST (CDRL) (1 Data Item)						Form Approved OMB No. 0704-0188			
The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Executive Services Directorate (0704-0188). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please do not return your form to the above organization. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.									
A. CONTRACT LINE ITEM NO.  0001, 0007		B. EXHIBIT  A		C. CATEGORY:  TDP _____ TM _____ OTHER_MGMT _____					
D. SYSTEM/ITEM  SAIW Mission Systems Engineering		E. CONTRACT/PR NO.  TBD		F. CONTRACTOR  TBD					
1. DATA ITEM NO.  A003	2. TITLE OF DATA ITEM  Government Property (GP) Inventory Report			3. SUBTITLE  Contractor Acquired Property (CAP)					
4. AUTHORITY (Data Acquisition Document No.)  DI-MGMT-80441D (See Blk 16)			5. CONTRACT REFERENCE  SOW/PWS Para 3.1.5.2, 3.3.2.2.4, 3.3.2.3.1, 3.3.2.3.2, 3.3.2.3.4, 3.3.2.3.5		6. REQUIRING OFFICE  NAWCAD WOLF SAIW				
7. DD 250 REQ  LT (See Blk 16)	9. DIST STATEMENT REQUIRED  D	10. FREQUENCY  ONE/R	12. DATE OF FIRST SUBMISSION  30 DPT EOC		14. DISTRIBUTION				
8. APP CODE  A (See Blk 16)		11. AS OF DATE  N/A	13. DATE OF SUBSEQUENT SUBMISSION  N/A		a. ADDRESSEE		b. COPIES		
16. REMARKS  Blk 4: In addition to the Data Item Description (DID) requirements, the Contractor shall also address the status of initiated procurements.  Blk 7: Submission will be to the Contracting Officer's Representative (COR) via the Data Item Transmittal/Acceptance/Rejection form (See Contract Section J Attachments). If the Government does not provide comments within 10 business days of submission the CDRL is considered accepted.  Blk 8: The Government will have 10 business days to review and provide any written feedback. If required, the Contractor shall submit the final deliverable within five business days of receipt of Government feedback.  Blk 14: Distribution and submittal by electronic media whenever possible. Electronic deliverables shall be compatible with the current authorized Navy Marine Corps Intranet (NMCI) version of Microsoft Office or Adobe Acrobat unless otherwise approved by the Government. Deliver to the COR as defined in the Contract.					Draft		Final		
					Reg		Repro		
					NAWCAD WOLF SAIW (See Blk 16)		1	1	0
15.TOTAL—→					1	1	0		
G. PREPARED BY  Division Acquisition Lead			H. DATE		I. APPROVED BY  Contracting Officer's Representative		J. DATE		



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<b>A. CONTRACT LINE ITEM NO.</b>		<b>B. EXHIBIT</b>		<b>C. CATEGORY:</b>										
0001, 0007		A		TDP _____ TM _____ OTHER_MGMT _____										
<b>D. SYSTEM/ITEM</b>			<b>E. CONTRACT/PR NO.</b>		<b>F. CONTRACTOR</b>									
SAIW Mission Systems Engineering			TBD		TBD									
<b>1. DATA ITEM NO.</b>	<b>2. TITLE OF DATA ITEM</b>			<b>3. SUBTITLE</b>										
A005	Contracting Officer's Representative (COR) Management Report for Technical Direction Letters (TDLs)			Segregation of Cost and Invoice Requirements Reporting for TDLs										
<b>4. AUTHORITY (Data Acquisition Document No.)</b>			<b>5. CONTRACT REFERENCE</b>		<b>6. REQUIRING OFFICE</b>									
DI-MGMT-81864A NOT 1 (See BLK 16)			SOW/PWS Para 3.1.9		NAWCAD WOLF SAIW									
<b>7. DD 250 REQ</b>	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b>		<b>12. DATE OF FIRST SUBMISSION</b>		<b>14. DISTRIBUTION</b>								
LT (See Blk 16)	D	See Blk 16		See Blk 16		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th rowspan="2">a. ADDRESSEE</th> <th colspan="3">b. COPIES</th> </tr> <tr> <th>Draft</th> <th>Reg</th> <th>Final</th> </tr> </table>		a. ADDRESSEE	b. COPIES			Draft	Reg	Final
a. ADDRESSEE		b. COPIES												
	Draft	Reg	Final											
<b>8. APP CODE</b>		<b>11. AS OF DATE</b>		<b>13. DATE OF SUBSEQUENT SUBMISSION</b>										
N/A (See Blk 16)		See Blk 16		See Blk 16										
<b>16. REMARKS</b> Blk 4: The Contractor shall use the format listed in <b>attachment x</b> excel template Contracting Officer's Representative (COR) only and <b>attachment X</b> excel template COR and project lead/Technical Point of Contact (TPOC) of section J of the Contract. The Contractor shall segregate costs incurred on the task order at the lowest level of performance, by TDL or the lowest level subtask stated in the TDL and invoicing shall be in accordance with Section G Payment Instructions. In addition, the Contractor shall also include summaries of work charged during the period covered, percentage of funds invoiced and expended, budgeted, and an Estimate at Completion (EAC) at the level identified within each TDL to represent the estimated cost of tasking for the Period of Performance (PoP) of the TDL. For this CDRL the Contractor shall not submit data or invoices on a Contract Line Item Number (CLIN) or total contract basis.  Blk 7: Deliverable submissions shall be submitted to the distribution list under block 14 and via the Data Item Transmittal/Acceptance/Rejection form (See Contract Section J Attachments).  Blk 8: This CDRL format will not require Government approval. However, if the COR communicates errors found in either the data deliverable or the format, the COR will determine if immediate correction is warranted or can be corrected in the next deliverable submission.  Blks 10, 11, 12, and 13: The first data submission is due 10 business days after the first full month of Contract performance and shall include data from Contract award through the end of the first month of performance, this data shall also be submitted with the first invoice. Subsequent monthly data deliverables shall be submitted within 10 business days of the preceding month and with each monthly invoice. The data deliverable shall reflect the exact dollar amount and PoP as shown on the invoice. All data submittals shall be distributed to those identified in block 14.  Blk 14: Distribution and submittal by electronic media. Electronic deliverables shall be compatible with Office 2010 unless otherwise approved by the Government. Distribution for format approval and Data deliverables is as follows:  Format approval: N/A  Monthly Data Deliverables: COR only deliverable: COR and NAWCAD Procurement Group Procuring Contracting Officer (PCO) COR & Project Lead/TPOC deliverable: COR and NAWCAD Procurement Group PCO and Project Lead/TPOC					NAWCAD WOLF SAIW	0	1	0						
					NAWCAD Procurement Group PCO	0	1	0						
					<b>15. TOTAL</b> →					0	2	0		
					<b>G. PREPARED BY</b>			<b>H. DATE</b>		<b>I. APPROVED BY</b>		<b>J. DATE</b>		
Division Acquisition Lead					Contracting Officer's Representative									

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>



























CONTRACT DATA REQUIREMENTS LIST (CDRL) (1 Data Item)					Form Approved OMB No. 0704-0188				
The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Executive Services Directorate (0704-0188). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please do not return your form to the above organization. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.									
A. CONTRACT LINE ITEM NO. 0001, 0007		B. EXHIBIT A		C. CATEGORY: TDP _____ TM _____ OTHER_SESS _____					
D. SYSTEM/ITEM SAIW Mission Systems Engineering		E. CONTRACT/PR NO. TBD			F. CONTRACTOR TBD				
1. DATA ITEM NO. A017	2. TITLE OF DATA ITEM Engineering Change Proposal (ECP)			3. SUBTITLE					
4. AUTHORITY (Data Acquisition Document No.) DI-SESS-80639E (See Blk 16)		5. CONTRACT REFERENCE SOW/PWS Para 3.3.1.5.1, 3.3.2.2.2			6. REQUIRING OFFICE NAWCAD WOLF SAIW				
7. DD 250 REQ LT (See Blk 16)	9. DIST STATEMENT REQUIRED D	10. FREQUENCY ASREQ (See Blk 16)	12. DATE OF FIRST SUBMISSION See Blk 16		14. DISTRIBUTION				
8. APP CODE A (See Blk 16)		11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION See Blk 16		a. ADDRESSEE		b. COPIES		
							Draft	Final	
							Reg	Repro	
16. REMARKS Blk 4: An ECP shall include the name/title, purpose/description, type of change, authority for ECP, accomplishment, material identification, engineering data, test requirements, ship type/hull number, related alterations, and craft type/serial number.  Blk 7: Submission will be to the Contracting Officer's Representative (COR) via the Data Item Transmittal/Acceptance/Rejection form (See Contract Section J Attachments). If the Government does not provide comments within 10 business days of submission the CDRL is considered accepted.  Blk 8: The Government will have 10 business days to review and provide any written feedback. If required, the Contractor shall submit the final deliverable within five business days of receipt of Government feedback.  Blks 10, 12, 13: The Contractor shall submit the deliverable within five business days after the Government identifies the requirement in writing.  Blk 14: Distribution and submittal by electronic media whenever possible. Electronic deliverables shall be compatible with the current authorized Navy Marine Corps Intranet (NMCI) version of Microsoft Office or Adobe Acrobat unless otherwise approved by the Government. Deliver to the COR as defined in the Contract.					NAWCAD WOLF SAIW (See Blk 16)		1	1	0
15.TOTAL→					1	1	0		
G. PREPARED BY Division Acquisition Lead			H. DATE		I. APPROVED BY Contracting Officer's Representative		J. DATE		

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<b>A. CONTRACT LINE ITEM NO.</b> 0001, 0007			<b>B. EXHIBIT</b> A		<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER_MISC _____								
<b>D. SYSTEM/ITEM</b> SAIW Mission Systems Engineering			<b>E. CONTRACT/PR NO.</b> TBD		<b>F. CONTRACTOR</b> TBD								
<b>1. DATA ITEM NO.</b> A023		<b>2. TITLE OF DATA ITEM</b> Technical Report - Study/Services			<b>3. SUBTITLE</b> Change Control Report								
<b>4. AUTHORITY (Data Acquisition Document No.)</b> DI-MISC-80508B (See Blk 16)			<b>5. CONTRACT REFERENCE</b> SOW/PWS Para 3.3.2.2.2, 3.3.2.2.3, 3.3.2.2.5, 3.3.3.2.1			<b>6. REQUIRING OFFICE</b> NAWCAD WOLF SAIW							
<b>7. DD 250 REQ</b> LT (See Blk 16)		<b>9. DIST STATEMENT REQUIRED</b> D		<b>10. FREQUENCY</b> AS REQ (See Blk 16) <b>11. AS OF DATE</b> N/A		<b>12. DATE OF FIRST SUBMISSION</b> AS REQ (See Blk 16) <b>13. DATE OF SUBSEQUENT SUBMISSION</b> AS REQ (See Blk 16)		<b>14. DISTRIBUTION</b>					
<b>8. APP CODE</b> A (See Blk 16)						a. ADDRESSEE (See Blk 16)		b. COPIES Draft Final Reg Repro					
<b>16. REMARKS</b> Blk 4: The Change Control Report shall include, as a minimum, any changes affecting project scope, schedule or costs to include change identification and change analysis.  Blk 7: Submission will be to the Contracting Officer's Representative (COR) via the Data Item Transmittal/Acceptance/Rejection form (See Contract Section J Attachments). If the Government does not provide comments within 10 business days of submission the CDRL is considered accepted.  Blk 8: The Government will have 10 business days to review and provide any written feedback. If required, the Contractor shall submit the final deliverable within five business days of receipt of Government feedback.  Blk 10, 12, and 13: The Contractor shall submit the deliverable within five business days after determining a change request is necessary.  Blk 14: Distribution and submittal by electronic media whenever possible. Electronic deliverables shall be compatible with the current authorized Navy Marine Corps Intranet (NMCI) version of Microsoft Office or Adobe Acrobat unless otherwise approved by the Government. Deliver to the COR as defined in the Contract.						NAWCAD WOLF SAIW (See Blk 16)		1		1		0	
						<b>15.TOTAL—→</b>						1	
<b>G. PREPARED BY</b> Division Acquisition Lead				<b>H. DATE</b>		<b>I. APPROVED BY</b> Contracting Officer's Representative			<b>J. DATE</b>				







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A. CONTRACT LINE ITEM NO.		B. EXHIBIT		C. CATEGORY:						
0001, 0007		A		TDP _____ TM _____		OTHER <u>SESS</u>				
D. SYSTEM/ITEM		E. CONTRACT/PR NO.		F. CONTRACTOR						
SAIW Mission Systems Engineering		TBD		TBD						
1. DATA ITEM NO.	2. TITLE OF DATA ITEM			3. SUBTITLE						
A026	Configuration Audit Summary Report and Certification									
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE		6. REQUIRING OFFICE					
DI-SESS-81022E			SOW/PWS Para 3.3.3.1.1, 3.3.3.1.4, 3.3.3.2.2, 3.3.3.2.3, 3.3.3.4.5		NAWCAD WOLF SAIW					
7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION		14. DISTRIBUTION					
LT (See Blk 16)	D	ASREQ (See Blk 16)	See Blk 16		a. ADDRESSEE		b. COPIES			
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION				Draft	Final		
A (See Blk 16)		N/A	See Blk 16				Reg	Repro		
16. REMARKS					NAWCAD WOLF SAIW			1	1	0
<p>Blk 7: Submission will be to the Contracting Officer's Representative (COR) via the Data Item Transmittal/Acceptance/Rejection form (See Contract Section J Attachments). If the Government does not provide comments within 10 business days of submission the CDRL is considered accepted.</p> <p>Blk 8: The Government will have 10 business days to review and provide any written feedback. If required, the Contractor shall submit the final deliverable within five business days of receipt of Government feedback.</p> <p>Blks 10, 12, 13: The Contractor shall submit the deliverable within five business days after the Government identifies the requirement in writing.</p> <p>Blk 14: Distribution and submittal by electronic media whenever possible. Electronic deliverables shall be compatible with the current authorized Navy Marine Corps Intranet (NMCI) version of Microsoft Office or Adobe Acrobat unless otherwise approved by the Government. Deliver to the COR as defined in the Contract.</p>					(See Blk 16)					
15. TOTAL →					1	1	0			
G. PREPARED BY			H. DATE		I. APPROVED BY		J. DATE			
Division Acquisition Lead					Contracting Officer's Representative					





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