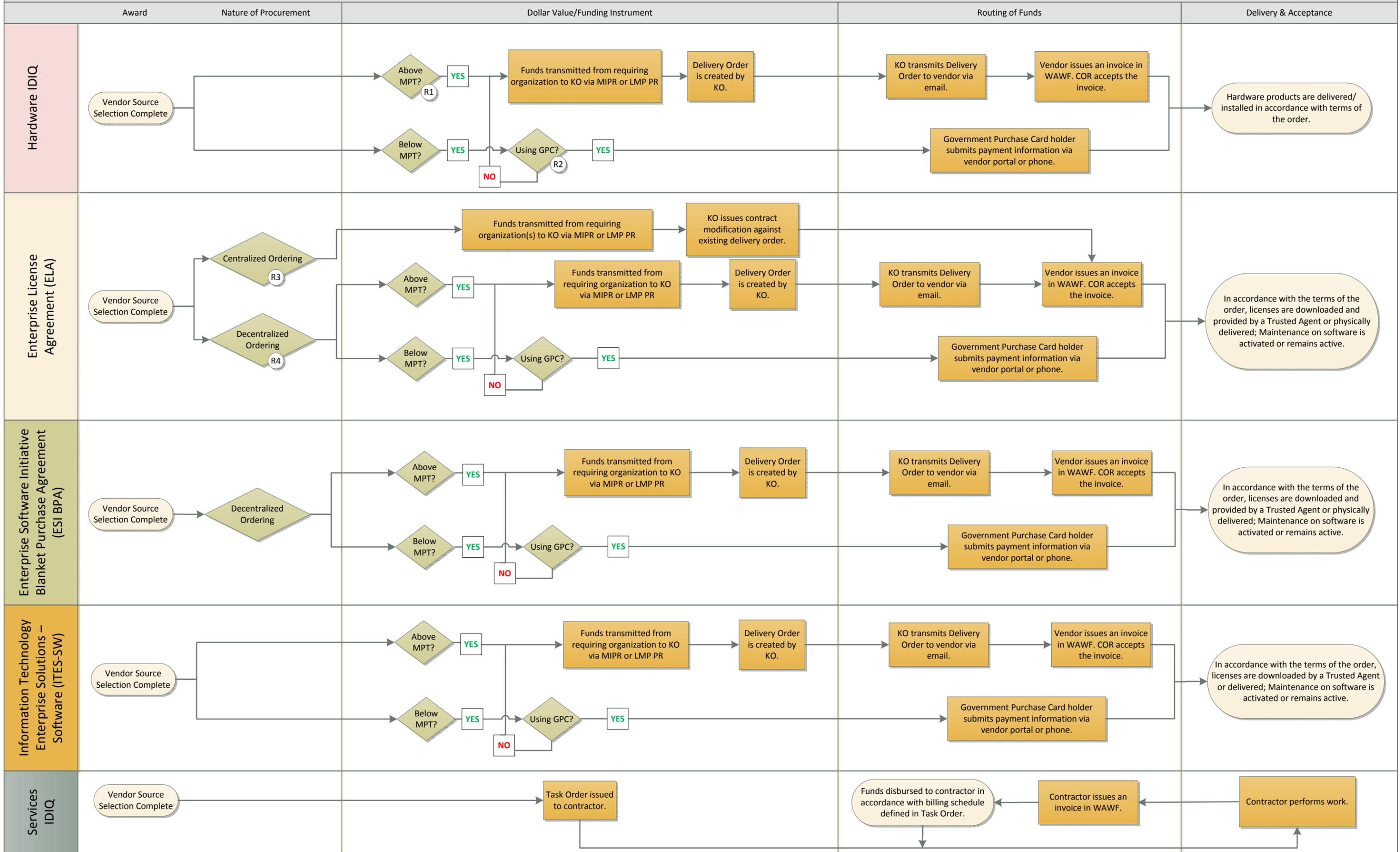


POST AWARD PAYMENT PROCESS FLOW



R1

MPT – Micro-Purchase Threshold. According to FAR PART 13 “Simplified Acquisition Procedures” as of October 1st, 2015, the micro-purchase threshold applies to “Acquisitions of supplies or services that have an anticipated dollar value not exceeding \$3500.”

R2

Government Purchase Card (GPC)– According to FAR Part 13 “Simplified Acquisition Procedures” the GPC may be used to “1. Make micro-purchases; 2. Place a task or delivery order (if authorized in the basic contract, ordering agreement, or blanket purchase agreement); or 3. Make payments, when contractor agrees to accept payment by card.”.

Cardholders are strongly encouraged to familiarize themselves with:

1. The constraints of their GPC (i.e. dollar threshold (GPC thresholds above MPT are permitted) & allowable types of purchases, such as supplies or services);
2. Their organization’s internal guidelines regarding proper situational use of the GPC; and
3. The terms & conditions of the specific contract vehicle to ensure GPC purchases are permitted.

R3

Centralized Ordering – Centralized ordering through ELA contracts involves multiple organizations consolidating their requirements and funding for a consolidated purchase of software and/or maintenance from one source in a given timeframe. ELA ordering may be entirely centralized, or partially centralized for a few products common to several organizations across the enterprise. Due to the large dollar value nature of centralized ordering, GPC is typically not a viable option.

R4

Decentralized Ordering – Decentralized ordering involves eligible organizations purchasing licenses or maintenance as required at their own pace.