

## ACQUISITION ACRONYMS

ACRONYM	DESCRIPTION
A&E	Architect and Engineering
ACH	Automated Clearing House
AO	Administrative Officer
BAFO	Best and Final Offer
BPA	Blanket Purchase Agreement
BPO	Blanket Purchase Order
C&A	Contracts & Acquisitions Directorate
CCA	Credit Card Approver
CCR	Central Contractor Registration
COA	Contracting Officer Approval
COTR	Contracting Officer's Technical Representative
COTS	Commercial Off the Shelf
CPFF	Cost Plus Fixed Fee
CPSR	Contractor Purchasing System Review
CR	Clarification Request
CRC	Credit Card
DVT	Disabled Veteran Owned
EAR	Export Administration Regulations
ECCN	Export Classification Control Number
EFT	Electronic Funds Transfer
EIT	Electronic & Information Technology
EMR	Equipment Maintenance and Repair
EPA	Environmental Protection Agency
EPEAT	Electronic Products Environmental Assessment Tool
FAR	Federal Acquisition Regulations
FASA	Federal Acquisition Streamlining Act
FEMP	Federal Energy Management Program
FFP	Firm Fixed Price
FGN	Foreign
FOB	Free on Board
FOIA	Freedom of Information Act
FSS	Federal Supply Schedule
GFE	Government Furnished Equipment
GOCO	Government Owned, Contractor Operated
GSA	General Services Administration
HUBZone	Historically Underused Business Zone
ID/IQ	Indefinite Delivery – Indefinite Quantity
IT	Information Technology
ITAR	International Traffic in Arms Regulations
JIT	Just in Time

<b>M&amp;S</b>	<b>Materials &amp; Supplies</b>
<b>MFR</b>	<b>Manufacturer</b>
<b>MOD</b>	<b>Modification</b>
<b>NAICS</b>	<b>North American Industrial Classification System</b>
<b>NON</b>	<b>Non Profit</b>
<b>OFEE</b>	<b>Office of the Federal Environmental Executive</b>
<b>OFPPA</b>	<b>Office of Federal Procurement Policy Act</b>
<b>OTS</b>	<b>Operation and Technical Support</b>
<b>PC#</b>	<b>Credit Card order number</b>
<b>P-Card</b>	<b>Credit Card</b>
<b>PO</b>	<b>Purchase Order</b>
<b>POC</b>	<b>Point of Contact</b>
<b>POP</b>	<b>Period of Performance</b>
<b>PR</b>	<b>Purchase Requisition</b>
<b>RFP</b>	<b>Request for Proposal</b>
<b>RFQ</b>	<b>Request for Quote</b>
<b>RMA</b>	<b>Return Material Authorization</b>
<b>S&amp;H</b>	<b>Shipping and Handling Charge</b>
<b>SDB</b>	<b>Small Disadvantaged Business</b>
<b>SMA</b>	<b>See EMR</b>
<b>SML</b>	<b>Small Business</b>
<b>SOA</b>	<b>Statement of Account</b>
<b>SPGM</b>	<b>Scientific Publications, Graphics &amp; Media Dept</b>
<b>T&amp;M</b>	<b>Time and Materials</b>
<b>VET</b>	<b>Veteran Owned Business</b>
<b>VPAT</b>	<b>Voluntary Product Accessibility Template</b>
<b>WOB</b>	<b>Woman Owned Business</b>