

# SIMPLIFIED PURCHASE AGREEMENT



## Agency Authorization Form

I hereby authorize the following individuals to make single purchases up to the dollar limit specified, under the following GPO Simplified Purchase Agreements:

I further certify that I am the head of the procuring activity or a designee appointed by the head of the procuring activity and that this delegation is in compliance with applicable agency regulations.

The individuals listed below are authorized by

to contract for duplicating and printing and related services including the authority to select contractors and to establish terms and conditions, through the U. S. Government Publishing Office Simplified Purchase Agreement program.

Designated Employee: \_\_\_\_\_

Title: \_\_\_\_\_ Purchase Limit (dollar amount): \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Designated Employee: \_\_\_\_\_

Title: \_\_\_\_\_ Purchase Limit (dollar amount): \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Designated Employee: \_\_\_\_\_

Title: \_\_\_\_\_ Purchase Limit (dollar amount): \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

This procurement authority has been issued in accordance with 48 CFR 1.6 and applicable agency supplemental regulation to the Federal Acquisition Regulations (FAR).

Authorized by:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date