Reference Guide for Using GSA's Special Procedure for Consumption-Based Ordering

This ordering procedure reference guide is specific to the GSA Multiple Award Schedule (MAS) Information Technology (IT) Special Item Number (SIN) 518210C, Cloud Computing and Cloud Related IT Professional Services

Introduction to GSA's Procedure for Consumption-Based Ordering

GSA's special ordering procedure for consumption-based ordering – exclusively available on Multiple Award Schedule (MAS) Information Technology (IT) Cloud Special Item Number (SIN) 518210C, referenced in this document as the "Cloud SIN 518210C" – offers agencies the benefit of enhanced agility in responding to your changing business needs.

Cloud SIN 518210C allows for consumption-based ordering within regulatory guidelines using requirements task orders when precise quantities of cloud services (i.e., Infrastructure as a Service [IaaS], Platform as a Service [PaaS], Software as a Service [Saas], Cloud Related Professional Services) cannot be predetermined. This special ordering procedure was implemented in 2022 and is outlined in detail in the GSA MAS Cloud SIN Ordering Guide at **www.gsa.gov/cloudsin**. This short reference guide provides a basic example for cloud acquisitions and how to use the special ordering procedure applicable only on the Cloud SIN 518210C for procuring cloud services on a consumption basis.

When and How to Use the Special Ordering Procedure

The added flexibility of consumption-based procurements may not be a fit for all cloud requirements. The special ordering procedure outlined here does not replace other established procurement practices and does not supersede the ordering activity's contract funding policies. Task orders awarded against the Cloud SIN 518210C may include multiple Contract Line Item Number (CLIN) types (e.g., hybrid contract types), such as fixed-priced CLINs, labor-hour CLINs, and requirements task-order CLINs based on your requirements. Task-order performance is managed directly by the execution and funding of base CLINs and optional CLINs, based on your agencies' requirements. Requirement task-order CLINs are considered fixed-priced CLINs.

If your agency plans to use requirements task orders, it is recommended that you highlight GSAR 552.238-199 in solicitations and CLIN structures.

How to Set Up a CLIN Structure for Requirements Task Orders

Table 1 shows a sample CLIN structure for the acquisition of cloud compute services (i.e., Infrastructure as a Service), based on **GSAR Clause 552.238-199 Special Ordering Procedures Applicable when Procuring Cloud Computing on a Consumption Basis**. The example is not exhaustive and is meant to provide only the concept of what's possible. The CLINs (i.e., IaaS) identify the scope of the services and track your "Ceiling Price," while sub-CLINs identify the specific, within-scope service items of the CLIN with associated "Unit Price" and consumption-based "Unit of Measure." This same CLIN structure can also be applied to labor-scoped CLINs (e.g., application rationalization services) with sub-CLINs for specific labor categories (e.g., cloud applications engineer).

Table 1: Sample CLIN Structure

CLIN Type	CLIN	CLIN Scope/ Service Item	Unit Price	Unit of Measure	Quantity	Ceiling Price	Funded
CLIN	**1000**	**IaaS**				**$82,500**	**$82,500**
Sub-CLIN	1001	Medium Server	$0.37	Compute Per Hour	—	—	—
…	…	…	…	…	…	…	…
Sub-CLIN	1099	Object Storage	$0.01	GB Per Hour	—	—	—
CLIN – Optional	**2000**	**IaaS**				**$13,505**	**$0.00**
Sub-CLIN	2001	Medium Server	$0.37	Compute Per Hour	—	—	—
…	…	…	…	…	…	…	…
Sub-CLIN	2099	Object Storage	$0.01	GB Per Hour	150,000	—	—

How CLINs Can Help Manage Consumption and Costs

Table 2 shows an example of a monthly invoice tracking service consumption and cost. All sub-CLINs' "Costs" 1001 to 1099 are summed each month and tracked against the "Funded" amount of CLIN 1000. When "Costs" equal the "Funded" value of CLIN 1000, the CLIN ceiling has been reached. You will not be obligated to pay more, and the contractor will not be required to continue providing services unless an optional CLIN (i.e., CLIN 2000 from Table 1) is exercised for the services. The contractor is required to provide access to tools to track consumption-based usages or notify the Contracting Officer when total consumption reaches 50% and 75% of the "Funded" value for each CLIN, or other milestones as agreed upon. See additional examples in the GSA MAS Cloud SIN Ordering Guide at **www.gsa.gov/cloudsin**.

Table 2: Sample Invoice

CLIN Type	CLIN	CLIN Scope/ Service Item	Unit Price	Unit of Measure	Quantity	Funded	Costs
CLIN	**1000**	**IaaS**				**$82,500**	**$31,500**
Sub-CLIN	1001	Medium Server	$0.37	Compute Per Hour	81,081	—	$30,000
…	…	…	…	…	…	…	…
Sub-CLIN	1099	Object Storage	$0.01	GB Per Hour	150,000	—	$1,500

![GSA logo]

Ordering is Easy

You can order from Cloud SIN 518210C through GSA's eBuy system. You'll need to prepare a Request for Quotation (RFQ) and post it on **www.ebuy.gsa.gov**, selecting only Cloud SIN 518210C. This will release the RFQ to all Cloud SIN 518210C contractors who provide cloud services that meet the National Institute of Standards and Technology (NIST) definition of cloud and notify Cloud SIN 518210C contractors that your solicitation has been posted and is ready for their review and proposal submissions. When submitting an RFQ on eBuy that includes a requirements task order but also includes other requirements, select only Cloud SIN 518210C and state in the RFQ that authorized contractors may use other SINs to create a complete solution. Federal, state, local, tribal, and territorial (FSLTT) governments, including instrumentalities as well as other eligible non-federal entities, can purchase cloud services and cloud-related IT professional services using SIN 518210C through the GSA Cooperative Purchasing Program.

GSA is Here to Help

For more support on cloud-specific requirements, reach out to us at cloudinfo@gsa.gov.