

## 15.606-1 Receipt and initial review.

(a) Before initiating a comprehensive evaluation, the agency contact point *shall* determine if the proposal-

- (1) Is a valid *unsolicited proposal*, meeting the requirements of [15.603\(c\)](#);
- (2) Is suitable for submission in response to an existing agency requirement (see [15.602](#));
- (3) Is related to the agency mission;
- (4) Contains sufficient technical information and cost-related or price-related information for evaluation;
- (5) Has overall scientific, technical, or socioeconomic merit;
- (6) Has been approved by a responsible official or other representative authorized to obligate the *offeror* contractually; and
- (7) Complies with the marking requirements of [15.609](#).

(b) If the proposal meets these requirements, the contact point *shall* promptly acknowledge receipt and process the proposal.

(c) If a proposal is rejected because the proposal does not meet the requirements of paragraph (a) of this subsection, the agency contact point *shall* promptly inform the *offeror* of the reasons for rejection *in writing* and of the proposed disposition of the *unsolicited proposal*.

**Parent topic:** [15.606 Agency procedures](#).