

## 15.303 Responsibilities.

(a) *Agency heads* are responsible for source selection. The *contracting officer* is designated as the source selection authority, unless the *agency head* appoints another individual for a particular *acquisition* or group of *acquisitions*.

(b) The source selection authority *shall-*

(1) Establish an evaluation team, tailored for the particular *acquisition*, that includes appropriate *contracting*, legal, logistics, technical, and other expertise to ensure a comprehensive evaluation of *offers*;

(2) Approve the source selection strategy or *acquisition* plan, if applicable, before *solicitation* release;

(3) Ensure consistency among the *solicitation* requirements, notices to *offerors*, proposal preparation instructions, evaluation factors and subfactors, *solicitation* provisions or *contract clauses*, and data requirements;

(4) Ensure that proposals are evaluated based solely on the factors and subfactors contained in the *solicitation* ([10 U.S.C. 3303\(c\)](#) and [41 U.S.C. 3703\(c\)](#));

(5) Consider the recommendations of advisory boards or panels (if any); and

(6) Select the source or sources whose proposal is the *best value* to the Government ([10 U.S.C. 3303\(c\)](#) and [41 U.S.C. 3703\(c\)](#)).

(c) The *contracting officer shall-*

(1) After release of a *solicitation*, serve as the focal point for inquiries from actual or prospective *offerors*;

(2) After receipt of proposals, control exchanges with *offerors* in accordance with [15.306](#); and

(3) Award the contract(s).

**Parent topic:** [Subpart 15.3 - Source Selection](#)