

(4) *Plan IV.* Assistance and recommendations as needed in the administration and operation of the agency's precious metals recovery program including an appraisal or survey of recovery potential; the furnishing of recovery and other supporting equipment; and the prescribing of procedures for the security and disposition of precious metals bearing materials. This plan will, in most cases, require a formal Memorandum of Understanding between DLA and the participating agency.

(b) Services addressed in the above plans will be provided to the extent that DLA resources permit.

(c) DLA will provide recovered fine precious metals to participating agencies (those generating precious metals bearing scrap for the DOD Precious Metals Recovery Program) for use as Government Furnished Materials (GFM) or other authorized internal uses in accordance with §101-45.1004-2.

[53 FR 16123, May 5, 1988, as amended at 62 FR 34013, June 24, 1997]

**§101-45.1004-2 Use of DOD-recovered fine precious metals.**

To determine the need for recovered fine precious metals as GFM to reduce new procurement costs, each agency shall review procurements for which fine precious metals will be required by a contractor. Each agency having requirements for recovered fine precious metals as GFM or for other authorized internal uses should submit a request to the Commander, Defense Industrial Supply Center (DISC), Attention: DISC-OIBA/YC, 700 Robbins Avenue, Philadelphia, Pennsylvania 19111-5096. Recovered fine precious metals will be provided to agencies for use as GFM or for other authorized internal uses on a "as-needed-when-available" basis. There is a nominal charge for the recovered fine precious metals. Normally, the amount of recovered fine precious metals authorized for issue to individual civil agencies will not be restricted, except in those instances when the precious metals involved are not available in sufficient quantities to satisfy all requirements. No minimum ordering quantity is prescribed. Requiring activities should contact DISC to assure asset availability prior to the

requisitioning of any quantity of precious metal other than silver. Advance inquiries for silver should be made only when requirements exceed 5,000 troy ounces.

**Subparts 101-45.11—101-45.46 [Reserved]**

**Subpart 101-45.47—Reports**

**§ 101-45.4700 Scope of subpart.**

This subpart prescribes the requirements for reporting to GSA on matters pertaining to the general subject area of disposal of personal property.

[42 FR 56027, Oct. 20, 1977]

**§ 101-45.4701 [Reserved]**

**§ 101-45.4702 Negotiated sales reports.**

An annual report listing and describing any negotiated disposals of surplus personal property having an estimated fair market value of more than \$5,000, other than disposals for which an explanatory statement has been transmitted (see §101-45.304-2(c)), shall be submitted by each Federal agency to GSA within 60 calendar days after the close of each fiscal year.

[54 FR 38676, Sept. 20, 1989]

**Subpart 101-45.48—Exhibits**

**§ 101-45.4800 Scope of subpart.**

This subpart 101-45.48 exhibits information referenced in the text of part 101-45 that is not suitable for inclusion elsewhere in that part.

[42 FR 40855, Aug. 12, 1977]

**§ 101-45.4801 Instructions for the preparation of advance notice to the Department of Commerce.**

1. *Transmittal of notice.* Section 101-45.304-7 provides that when the acquisition cost of personal property to be sold at one time at one place is \$250,000 or more, the disposal agency shall cause a notice of each such proposed sale to be transmitted to the U.S. Department of Commerce, room 1300, 433 West Van Buren Street, Chicago, Ill. 60607.

The notice shall be sent at as early a date as possible in advance of the sale but at least 20 days prior to the date when the bids will be opened, or, in the case of spot bid or auction sale, when the sale will be conducted.

## Federal Property Management Regulations

## § 101-45.4803

Such notice shall be transmitted by fastest mail available and shall be in synopsis form suitable for printing direct from the text so transmitted without editing or condensing.

These notices are for use of the Department of Commerce in making regular publication of a synopsis of principal proposed sales of Government personal property.

### 2. *Format and content of notice.*

a. *Information to be furnished.* The following information shall be provided in the order listed so as to preserve the format of the Department of Commerce publication: the name of the office which will issue the invitation; the name or title, address, and telephone number of the official from whom copies of the sales offering and other information can be obtained; a description of the property to be sold; when deemed desirable; the total estimated acquisition cost; the number of the invitation or sale; the date of the sale or bid opening, the types of sale, i.e., sealed bid, spot bid, or auction; and the location(s) of the property.

b. *Detailed requirements.* In preparing the notice to the Department of Commerce, the utmost care should be exercised in describing the types of property to be sold in order to assure interest by the maximum number of potential buyers but, at the same time, condense the information so that minimum space in the Department of Commerce publication will be required for printing. While the various kinds of property to be sold should be stated concisely, the names of important items should not be omitted. The following example is provided as a guide, both as to the order in which the information should be given, the extent to which information should be condensed or expanded, depending upon the size of the sale, and the format which, if followed, will facilitate publication without editing. Attention is specially invited to the double spacing the "hanging" indentation, and the length of the line which should be approximately 65, but not to exceed 69, character spaces.

### EXAMPLE

General Services Administration, Region 8,  
Business Service Center, Building 41, Denver  
Federal Center, Denver, Colo.

Scrapers, Graders, Street Sweeper, Crawler  
Tractor, Air Compressors, Power Units, Cement  
Mixer—Total acquisition cost \$269,850.  
Invitation No. 8 UPS-65-41—Bid opening 11-  
30-65. Sealed bid, location above.

Motor vehicles, passenger cars and ¾-ton  
to 5-ton trucks, materials handling equip-  
ment, fork lift trucks and warehouse trac-  
tors, jack lift trucks, warehouse trailers,  
platform and box trucks, hand tools, hard-  
ware, plumbing equipment, special industry  
machinery, office machines, furniture, rope,  
cable chair and fittings, miscellaneous gaso-  
line and water hose; burlap bags, barrier  
paper, pack saddles, tape and webbing, lan-

terns, spare parts for compressors, tractors,  
shovels, bulldozers, cranes, welding equip-  
ment, motor vehicles, air hammer diesel and  
gasoline engines—Total estimated acquisi-  
tion cost \$6 million; Sale No. 8UPS-A-65-44.  
Sale starts 12-15-65. Auction sale, location  
above.

[30 FR 2930, Mar. 6, 1965; 30 FR 3384, Mar. 13,  
1965. Redesignated at 42 FR 40855, Aug. 12,  
1977]

### § 101-45.4802 Sample format—irrevocable letter of credit.

(Name and address of bank issuing letter of  
credit)

(Date)

(Number of letter of credit and reference)

Treasurer of the United States

Washington, DC 20220

Dear Madam: We hereby establish our ir-  
revocable letter of credit No. \_\_\_\_\_ in your  
favor by order and for account of (name of  
company submitting bid) up to an aggregate  
amount of \$\_\_\_\_\_ available by demand  
drafts drawn on us by a representative of  
(specify agencies to which directed: e.g., De-  
partment of the Army, Department of the  
Air Force, General Services Administration).  
Drafts must be accompanied by a written  
statement of the interested agency that the  
amount drawn under this credit represents  
(1) the deposit required as a guarantee to  
support an acceptable bid made by (name of  
bidder) to purchase material from the Gov-  
ernment, or (2) payment in full for the prop-  
erty. Drafts drawn under this credit must be  
marked "drawn under letter of credit No.  
\_\_\_\_\_ of (name and address of issuing  
bank)."

Unless otherwise expressly stated herein,  
this credit is subject to the Uniform Customs  
and Practice for Commercial Documentary  
Credits© fixed by the 13th Congress of the  
International Chamber of Commerce. We  
hereby agree with you that the drafts drawn  
under and in compliance with the terms of  
this credit shall be duly honored on due pres-  
entation to the (name of the bank) if pre-  
sented on or before \_\_\_\_\_.

Very truly yours, (Authorized signature of  
bank official).

[59 FR 26739, May 24, 1994]

### § 101-45.4803 General instructions for preparation of irrevocable letter of credit.

Use either clause (1) or (2) of § 101-45.4802,  
as applicable.

Some banks use language which varies  
from that shown in § 101.45.4802. Variations  
from the prescribed text maybe permitted if  
the meaning of the letter of credit prepared  
by the bank is the same. Each of the para-  
graphs of the prescribed letter of credit is an