

**SECRET**

**SCOPE OF WORK**

At the direction of the Technical Representative of the Contracting Officer the Contractor shall:

1. Make visitations to vendors under contract to the Contracting Agency to investigate technical/production difficulties with which the vendor may be confronted, and to resolve said difficulties on-the-scene, or make recommendations to the Technical Representative of the Contracting Officer for the resolution thereof. In either case, the Contractor is to furnish a written report of the visitation; said report to contain a statement of the difficulties, the immediate corrective action taken, and/or the recommendations of the Contractor for the resolution of the difficulties.

2. Visit commercial vendors for the purpose of investigating and evaluating the vendors' facilities and personnel as possible procurement sources for the Contracting Agency. Each such visit to be followed by the Contractor's written assessment of the vendors visited.

3. Assist the Contracting Officer's Technical Representative in evaluating the technical aspects of contract proposals, said assistance and evaluation to be followed by a written report in support thereof.

4. Visit the Technical Representative in Washington, D. C. from time to time for the purpose of orientation and briefings, as deemed necessary by the Technical Representative of the Contracting Officer, on pertinent technical aspects of contracts and/or proposed contracts.

5. Perform such other services of a technical advisory nature from time to time as may be requested by the Technical Representative of the Contracting Officer.

**DECLASS REVIEW by NIMA/DOD**