**Data Item Description**

**Referenced Document Request**

**PM271**

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| **Referenced Document Request** | **PM271** |

**Purpose**

The Referenced Document Request is intended to identify to the Subcontracting Authority any request made by the Supplier for a copy of any documents referenced in the Subcontract that is not available in the public domain.

**References**

This DID must be read in conjunction with Schedule A (General Conditions) and the corresponding SOW reference.

**Preparation Instructions**

This Data Item shall comply with the general format, content and preparation instructions set out in Part 1 (Introduction) and Part 2 (Project Management) of the SOW.

**Format and Content**

The Referenced Document Request shall be prepared in the following format and contain the following information:

|  |  |  |  |
| --- | --- | --- | --- |
| **Project:** | [\* insert name of Project] | **Name of Supplier** | [\* insert name] |
| **Agreement #:** | [\* insert agreement #] | **VSY Supplier Code**: | [\* insert code] |
| **Covering Purchase Order #:** | [\* insert Covering PO #] |
| **Description of the System:** | [\* insert description of the System] |
| **Description of Equipment:** | [\* insert description of the Equipment] |
| **Purchaser’s SWBS #:** | [\* insert SWBS #] |
| **Identify section of the Subcontract where the reference is made:** | [\* insert reference] |
| **Description of referenced document(s) being requested:** | [\* Title, reference, date] |

Describe the effect