

LEASE VERSUS BUY ANALYSIS

PART I BASIC INFORMATION			
1. EQUIPMENT TYPE		2. MANUFACTURER	
3. MODEL		4. ECONOMIC LIFE	5. LEASE REQUIREMENT
6. ORIGINATOR (Last, First, Middle Initial)		7. OFFICE SYMBOL	8. DUTY PHONE
9. DISPOSITION IF PURCHASED (Check One)			
<input type="checkbox"/> NEW MISSION (Go to Block 10)		<input type="checkbox"/> RETALIATION AND MARKETING (Go to Block 13)	
PART II - SECTION A ECONOMIC COMPUTATIONS - DISPOSITION			
10. ACQUISITION COST		11. SALVAGE PERCENTAGE	12. SALVAGE VALUE (10X11)
SECTION B PURCHASE COST			
13. TOTAL PURCHASE PRICE	14. PURCHASE OPTION CREDIT		15. NET PURCHASE PRICE (13-14)
	16. MONTH ONE DISCOUNT RATE		17. DISCOUNTED PURCHASE (15X16)
18. MONTHLY MAINTENANCE COST	19. LEASE REQUIREMENT DISCOUNT RATE		20. DISCOUNTED MAINT COST (18X19)
	21. WARRANTY PERIOD	22. WARRANTY DISCOUNT RATE	23. DISCOUNTED WARRANTY CREDIT (18X22)
24. TERMINAL VALUE (See Regulation)		25. TERMINAL VALUE DISCOUNT RATE	26. DISCOUNTED TERMINAL VALUE (24X25)
27. LIFE CYCLE PURCHASE COST (17+20-23-26)		28. ADJUSTMENT REQUIREMENT RATE	29. MONTHLY DISCOUNTED PURCHASE COST (27+28)
SECTION C LEASE COST			
30. MONTHLY LEASE COST		31. MONTHLY MAINTENANCE COST	32. TOTAL MONTHLY LEASE COST (30+31)
SECTION D COMPARISON			
<small>INSTRUCTION</small>			33. DIFFERENCE BETWEEN PURCHASE AND LEASE COSTS (29-32)
<small>IF AMOUNT IS POSITIVE, IT IS ECONOMICALLY FAVORABLE TO LEASE, COMPLETE BLOCK 3</small>			
<small>IF AMOUNT IS NEGATIVE, IT IS ECONOMICALLY FAVORABLE TO PURCHASE, COMPLETE BLOCK 35 OR BLOC</small>			
PART III RECOMMENDATION			
34. <input type="checkbox"/> REQUEST EQUIPMENT BE LEASED BECAUSE IT IS MORE ECONOMICAL THAN PURCHASE.			
35. <input type="checkbox"/> ALTHOUGH ECONOMICALLY FAVORABLE TO PURCHASE, REQUEST EQUIPMENT BE LEASED FOR THE FOLLOWING REASON(S):			
a. <input type="checkbox"/> FUNDING DOES NOT ALLOW FOR TIMELY PURCHASE OF EQUIPMENT TO MEET MISSION REQUIREMENTS			
b. <input type="checkbox"/> TECHNOLOGICAL CHANGES WILL RENDER THE EQUIPMENT OBSOLETE BEFORE THE END OF PURCHASE ECONOMIC LIFE			
c. <input type="checkbox"/> NEED EQUIPMENT IS FOR A SHORT TIME PERIOD TO MEET TEMPORARY SURGE WORK WORKLOAD			
d. <input type="checkbox"/> OTHER (Please Specify in Block 37)			
36. <input type="checkbox"/> PURCHASE EQUIPMENT			
37. REMARKS			
PART IV ATTACHMENTS-DOCUMENTATION			
<input type="checkbox"/> TAB 1 - LEASE REQUIREMENT		<input type="checkbox"/> TAB 3 - PURCHASE PRICE	
<input type="checkbox"/> TAB 2 - EQUIPMENT DISPOSITION		<input type="checkbox"/> TAB 4 - TERMINAL VALUE	
PART V VERIFICATION			
38. OFFICE SYMBOL	39. TYPE NAME AND TITLE	40. SIGNATURE (COORDINATOR)	41. DATE
PART VI APPROVAL REQUESTER			
42. TYPE NAME AND TITLE		43. SIGNATURE OF APPROVING REQUESTER	44. DATE

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