INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-GRS-81-02

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

In Fiscal Year 2013, the GRS Team began a five year project to update and revise the General Records Schedules (GRS) under OMB/NARA M 12 18, Managing Government Records Directive. The old GRS was completely superseded.

See https://www.archives.gov/records mgmt/grs for the revised GRS, crosswalks, faqs, tools, and other resources.

Date Reported: 4/6/2019

REWNED QUIT 80A/

RE	UUES			CORUS DISPOSITION		LEAVE BLANK		
		(-	See In	structions on reverse	?)	JOB NO		
						NC1-GRS-8	1-2	
ro GENER	RAL S	ERVIC	CES A	OMINISTRATION,				
				CORDS SERVICE, WASHING	TON, DC 20408	DATE RECEIVED		
1 FROM (AC				Records Service	October 9	October 9, 1980		
2 MAJOR SU			0 010	100014D DC14140		NOTIFI	CATION TO AGEN	ICY
	_		l Rec	ords Centers		tn accordance with the pr quest, including amendmi		
3 MINOR SUE						be stamped 'disposal no	t approved" or 'withd	rawn" in column 10
Records					<u> </u>			_
4 NAME OF F	PERSON	WITH	WHOM	TO CONFER	5 TEL EXT	10-15-80	O helo	Jes W.
Ronald I	. He	ise			724-9279	Date	Achivist of the	United States
6 CERTIFICA	TE OF A	GENC	REPRE	SENTATIVE	<u> </u>			
this age	ency o Req	r will uest uest	not be for in	for disposal in this Ri needed after the retenti nmediate disposa disposal after a s	on periods specified I			
C DATE				AGENCY REPRESENTATIVE	E TITLE			
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7 ITEM NO					ION OF ITEM or Retention Periods)		9 SAMPLE OR JOB NO	10 ACTION TAKEN
1,		p ly	succ DEST item	General Records rant Records, Ited and Unsolicited essful bids and property with related 4 of this scheducited and unsolicited and unsolicited when filed separates.	ems 6 and 1/1. l Bids and Property oroposals. contract case ale).	osals Files. files (see ful bids and	GRS 3/6a	,
				DESTROY when rel	ated contract :	is completed.		
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				DESTROY with relitem 4 of this s		case files (see		

Closed Out: 10-20-80: K.T.J.

2 Nems

c. Cancelled Solicitations Files. (1) Formal solicitations of offers to provide products or services (e.g., Invitations for Bids, Requests for Proposals, Requests for Quotations) which were cancelled prior to award of a contract. The files include presolicitation documentation on the requirement, any offers which were opened prior to the cancellation, documentation on any government actions up to the time of cancellation, and evidence of the cancellation. DESTROY 5 years after date of cancellation. (2) Unopened Bids. Return to bidder. d. Lists or Card Files of Acceptable Bidders. DESTROY when superseded or obsolete. 2. Un. Grant Application Files. Applications, memoranda, correspondence, and other records relating to the decision to accept or reject	9 PLE OR B NO ACTION TAKE
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Applications, memoranda, correspondence, and other records relating to the decision to accept or reject	3/6b
records relating to the decision to accept or reject	
grant proposals.	
a. Unsuccessful (rejected or withdrawn) applications. GRS	S 3/14a
DESTROY 3 years after rejection or withdrawal.	
b. Accepted applications. GRS	S 3/1 4b
Dispose of with related grant case file (see item 15 of this schedule).	