

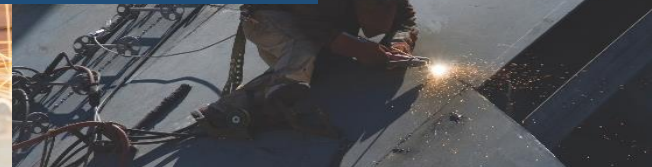


Wisconsin  
Procurement  
Institute

A Procurement Technical  
Assistance Center (PTAC)

# OVERVIEW OF DIBBS ACQUISITION HOUR WEBINAR

January 31, 2018



# WEBINAR ETIQUETTE

- Please
  - When logging into go-to-meeting, enter the name that you have registered with
  - Put your phone or computer on mute
  - Use the Chat option to ask your question(s): We will read them and our guest speaker will provide an answer to the group
- Thank you!

# ABOUT WPI SUPPORTING THE MISSION

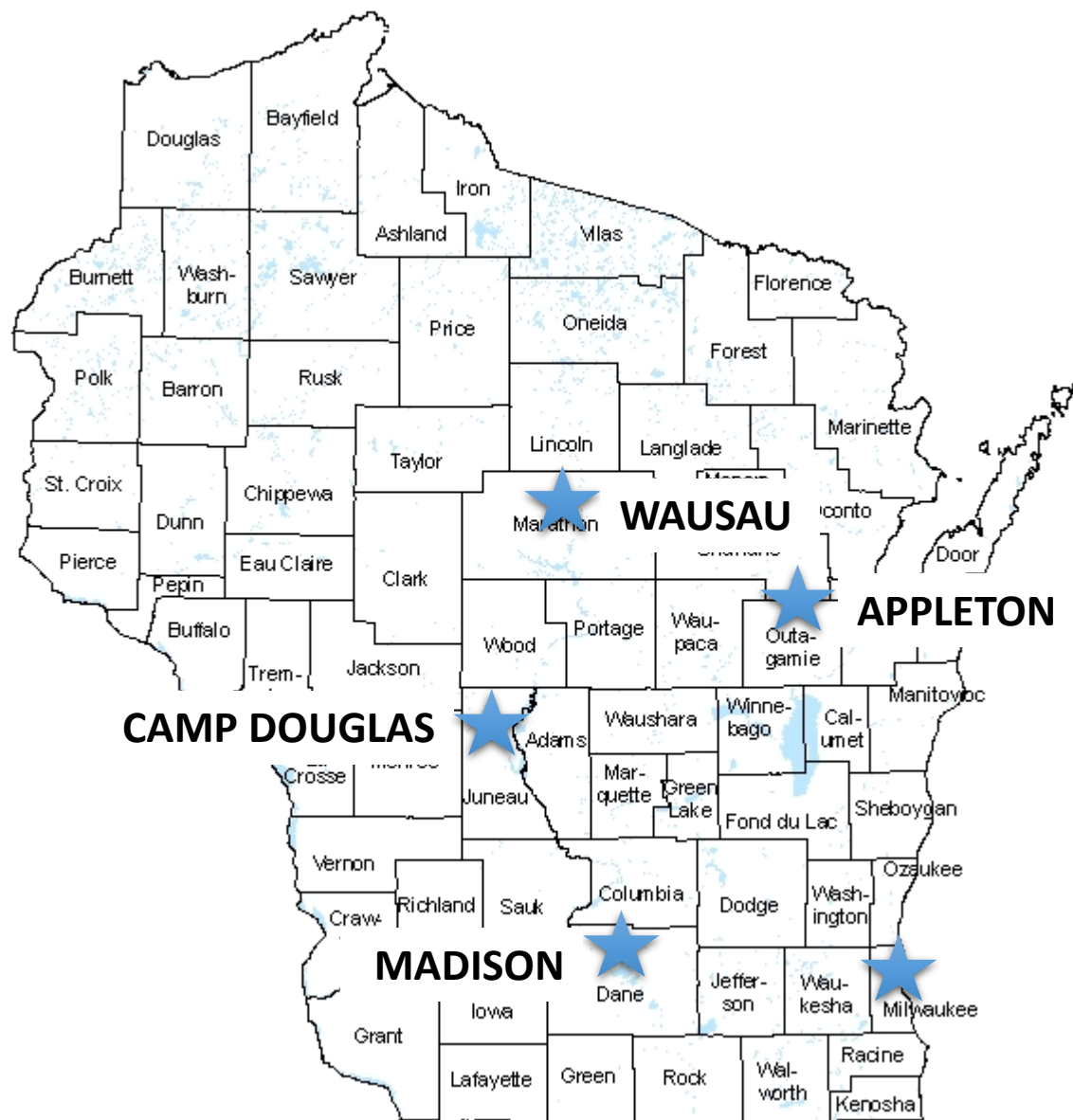
Celebrating 30 Years of  
serving Wisconsin Business!

Assist businesses in creating,  
development and growing their sales,  
revenue and jobs through Federal, state  
and local government contracts.



## WPI OFFICE LOCATIONS

- MILWAUKEE – *Technology Innovation Center*
- MADISON –
  - *Madison Enterprise Center*
  - *FEED Kitchens*
- CAMP DOUGLAS – *Juneau County Economic Development Corporation (JCEDC)*
- WAUSAU – *Wausau Region Chamber of Commerce*
- APPLETON – *Fox Valley Technical College*



## JULY DLA "THE LINK" ISSUES AVAILABLE ONLINE

[www.wispro.org](http://www.wispro.org)

### UPCOMING EVENTS

AUGUST 2 2017

ACQUISITION HOUR: GOVERNMENT PROPERTY  
MANAGEMENT FOR FEDERAL CONTRACTORS AND  
SUBCONTRACTORS

AUGUST 2 2017

HOW TO DO BUSINESS WITH THE DEPARTMENT OF  
VETERANS AFFAIRS  
IRON MOUNTAIN, MI »

AUGUST 3 2017

HOW TO DO BUSINESS WITH THE DEPARTMENT OF  
VETERANS AFFAIRS  
APPLETON, WI »

AUGUST 16 2017

ACQUISITION HOUR: CYBER SECURITY FOR CURRENT  
AND PROSPECTIVE DOD CONTRACTORS AND  
SUBCONTRACTORS

SEPTEMBER 19 2017

ACQUISITION HOUR: SELLING TO THE STATE OF  
WISCONSIN AND LOCAL GOVERNMENTS

### CURRENT OPPORTUNITIES (4)

## SERVICES OFFERED BY WPI

- FREE Bid Matching Services
- Individual Counseling and Assistance
- Locating Local, State and Federal Opportunities
- Government Market Strategy Development
- Training in use of Government websites and tools
- Assistance with System for Award Management (SAM) Registration
- Assisting in Market Research Process
- Development of Market Profile
- Small Business Subcontracting Plans Development, Outreach and Reporting
- Small Group Training
- Outreach and training with Local, State and Federal agencies
- Assist with Pre and Post Award Functions
- Assistance with Agency Specific Contracting Requirements
- Assistance with Contracting Regulations and Requirements, including FAR, DFAR, CFR
- Assistance with GSA Schedule Preparation and Administration
- Assistance with Local, State and Federal Certifications, including:
  - Service Disabled & Veteran Owned Small Business, HUBZone, Woman Owned Small Business, 8(a) Business Development Program
  - State
  - Local
  - DBE
- Bid review and Submission Assistance
- Proposal review and Submission Assistance
- Capabilities Statement and Related Government Marketing Material Development
- Assistance in Locating and Developing Teaming Partners and Subcontractors
- Updated Government Market Information

# FEDERAL GOVERNMENT OVERVIEW

- **Overview**

- Purchases hundreds of billion each year – FY 2017 – \$3.5B in Wisconsin
- Purchases anything and everything
- The government's way or no way
- Small Business Goals are important
- Teaming and partnering also very important
- Rules and regulations
- National - international
- Internet / web based

- **Department of Defense**

- **Largest agency spend**
- **DLA:** DLA is responsible for nearly every consumable item used by our military forces worldwide. This includes fuel, medical supplies, aviation requirements, land and maritime weapon systems, spare parts, construction equipment and material, and critical troop-support items involving food, clothing, and textiles. DLA also procures depot level reparable.



# DEPARTMENT OF DEFENSE (DOD)

## RESULTS SUMMARY

Change Search Filters ^

Filters: Contracts; FY 2017; Department of Defense

Total Number of Transactions

**3,683,327**

Total Prime Recipient Transaction Amount

**\$319,183,843,070**

Total Sub-Award Transaction Amount

**\$33,777,505,160**

**3,683,327** Contracts

**0** Grants

**0** Loans

**0** Other Financial Assistance

# DEFENSE LOGISTICS AGENCY (DLA)

## RESULTS SUMMARY

Change Search Filters ▲

Filters: Contracts; FY 2017; Department of Defense; Defense Logistics Agency - [97AS]

Total Number of Transactions

**2,939,116**

Total Prime Recipient Transaction Amount

**\$35,041,116,955**

Total Sub-Award Transaction Amount

**\$476,611,468**

**2,939,116** Contracts

**0** Grants

**0** Loans

**0** Other Financial Assistance

# DLA IN WISCONSIN FY 2017

## RESULTS SUMMARY

[Change Search Filters ^](#)

Filters: Contracts; FY 2017; Wisconsin; Department of Defense; Defense Logistics Agency - [97AS]

Total Number of [Transactions](#)

**37,746**

Total Prime Recipient Transaction Amount

**\$354,249,842**

Total Sub-Award Transaction Amount

**\$1,373,340**

**37,746** Contracts

**0** Grants

**0** Loans

**0** Other Financial Assistance

## RESULTS SUMMARY

[Change Search Filters ^](#)

Filters: Contracts; FY 2017; Wisconsin; Department of Defense; Defense Logistics Agency - [97AS]; Small Business

Total Number of [Transactions](#)

**20,858**

Total Prime Recipient Transaction Amount

**\$95,108,379**

Total Sub-Award Transaction Amount

**\$0**

**20,858** Contracts

**0** Grants

**0** Loans

**0** Other Financial Assistance

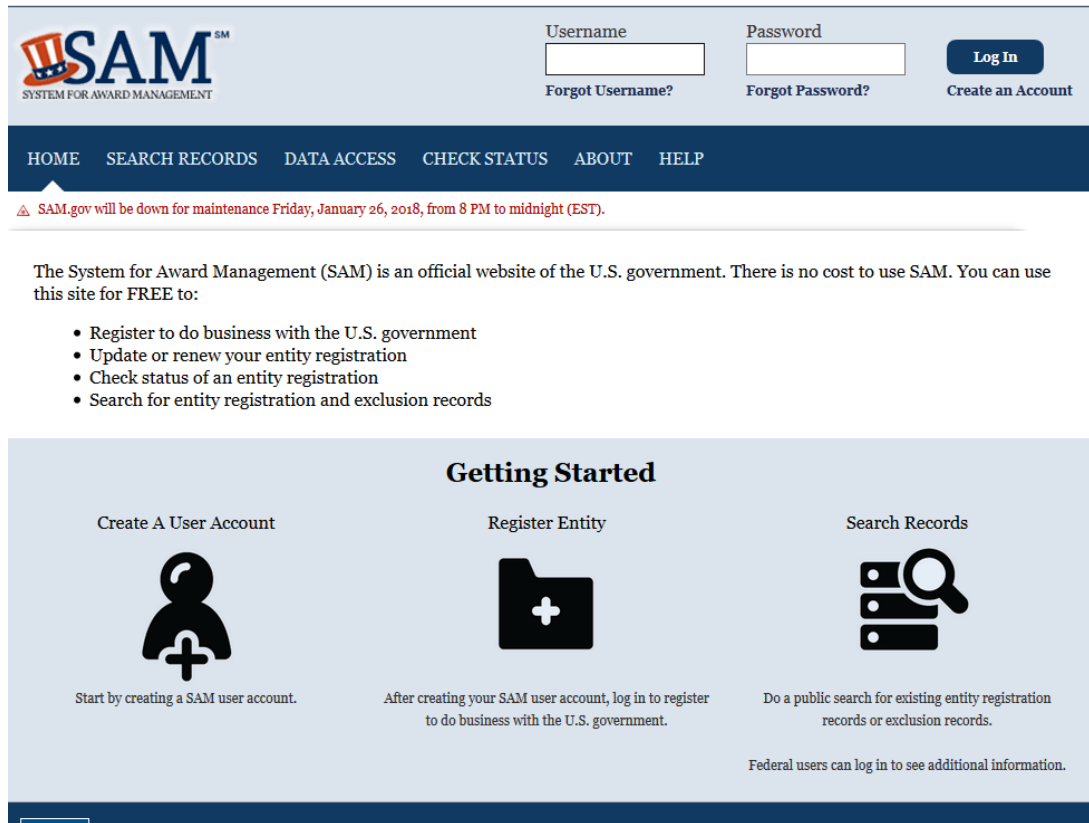
## SEARCH RESULTS

« 1 2 3 4 5 » »

1 to 50 of 20,858 transactions.

[Download](#)

# GETTING STARTED – SAM REGISTRATION



The screenshot shows the SAM website homepage. At the top, there is a login section with fields for Username and Password, a Log In button, and links for Forgot Username? and Create an Account. Below the login section is a navigation bar with links: HOME, SEARCH RECORDS, DATA ACCESS, CHECK STATUS, ABOUT, and HELP. A maintenance notice states: "SAM.gov will be down for maintenance Friday, January 26, 2018, from 8 PM to midnight (EST)." The main content area explains that SAM is an official U.S. government website with no cost to use. It lists four key functions: Register to do business with the U.S. government, Update or renew your entity registration, Check status of an entity registration, and Search for entity registration and exclusion records. Below this is a "Getting Started" section with three main steps: 1. Create A User Account (Start by creating a SAM user account.), 2. Register Entity (After creating your SAM user account, log in to register to do business with the U.S. government.), and 3. Search Records (Do a public search for existing entity registration records or exclusion records. Federal users can log in to see additional information.).

Vs.



The screenshot shows the US Federal Contractor Registration website. At the top, there is a header with the D&B Credibility Platinum logo, a "New! APP" button, and a navigation bar with links: Home, About USFCR, Additional Services, Search Contracts, Search SAM, and a red Register Now button. The main content area features a large graphic of the United States map with the text "US FEDERAL CONTRACTOR REGISTRATION" overlaid. To the right of the map, the text reads "Online SAM Registration" followed by "System for Award Management Registration, Renewal & Migration." and "This registration is required to work with all federal agencies including FEMA, DoD, etc." Below this text are two red buttons: "New Registration" and "Renew Registration".

[www.sam.gov](http://www.sam.gov)

# GETTING STARTED – WHAT IS DIBBS?

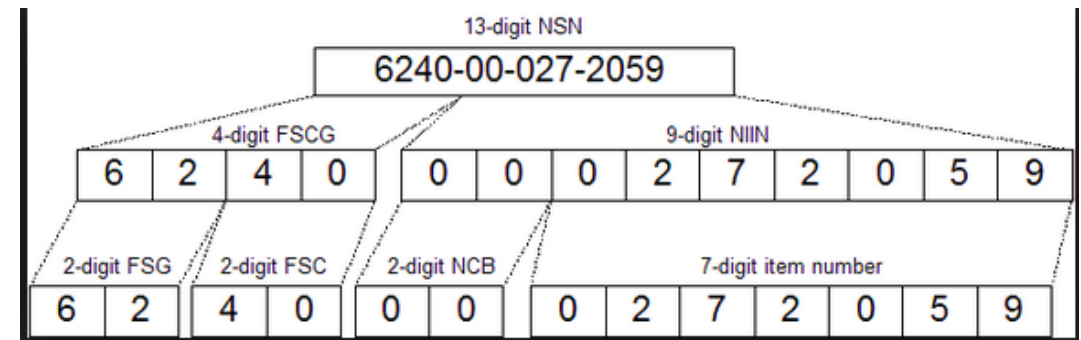
- DIBBS is a web based application designed to:
  - View and submit quotes
  - View RFPs
  - Access award information
  - View price history
  - View technical data
  - Access acquisition forecasts with Supplier Requirement Visibility Application (SRVA) tool

<https://www.dibbs.bsm.dla.mil/default.aspx>



# SOME KEY TERMS

- **FSC: Federal Supply Class** – Used to group products into logical families for management purposes – 4 digit code - <https://www.dibbs.bsm.dla.mil/Refs/fsc.aspx>
- **NSN: National Stock Number** - 13 digits, first 4 identify the FSC, last 9 identify the NIIN. The NSN is applied to items recurrently used, bought, stocked or distributed by the Department of Defense.  
[http://www.dla.mil/Portals/104/Documents/InformationOperations/LogisticsInformationServices/Customer%20Outreach/Brochures/J6\\_nationalstocknumbertext\\_170502.pdf](http://www.dla.mil/Portals/104/Documents/InformationOperations/LogisticsInformationServices/Customer%20Outreach/Brochures/J6_nationalstocknumbertext_170502.pdf)
- **NIIN: National Item Identification Number** The first two numbers of the NIIN represent the National Codification Bureau Code. This code identifies the country that entered the item into the supply system. The remaining seven digits are sequentially assigned and serve to individually identify each item in the Federal Catalog System (FCS). The NIIN alone identifies the item



# GETTING STARTED - BASICS

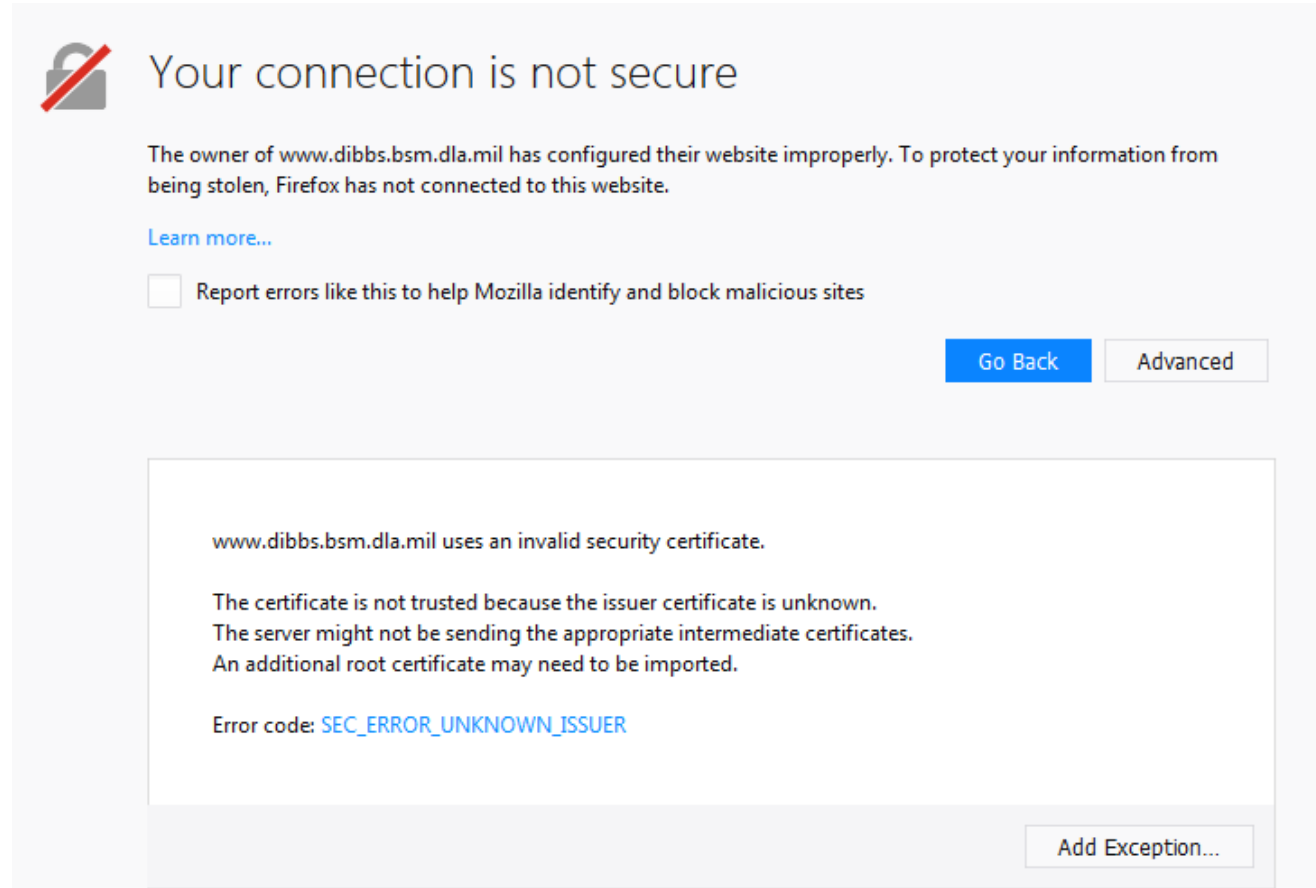
## Security Certificates – this warning is OK!

[Or you can install the latest](#)

[DoD certificates:](#)

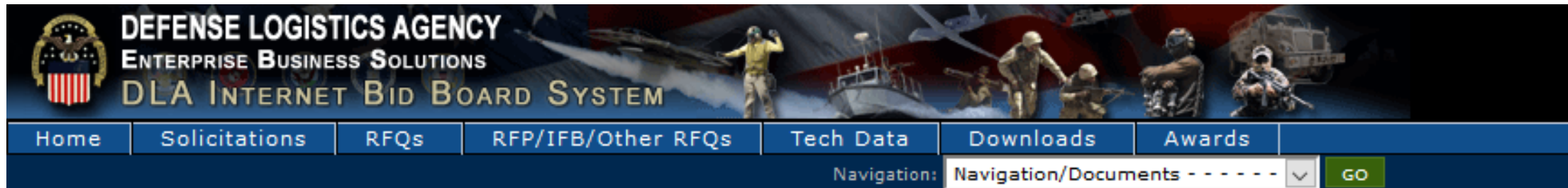
<https://landandmaritimeapps.dla.mil/programs/defaultapps.asp>

<https://www.dibbs.bsm.dla.mil/>



# GETTING STARTED - BANNERS

- Banners are located at the top of the DIBBS homepage and highlight important notices



- Notice:** • The Link - Connecting Suppliers with DLA - Issue 7 » [Read Notice](#)  
• Fast Auto Evaluation changed from 1 business day to 3 business days » [Read Notice](#)  
• **Please note compliance with the requirements in DFARS 252.204-7008 and 525.204-7012 are due December 31, 2017.**

# GETTING STARTED - REGISTRATION

The **DLA Internet Bid Board System (DIBBS)** is a web-based application that provides the capability to search for, view, and submit secure quotes on Requests For Quotations (RFQs) for **Defense Logistics Agency (DLA)** items of supply. DIBBS also allows users to search and view Request For Proposals (RFPs), Invitations For Bid (IFBs), Awards and other procurement information related to DLA.



<b>Help</b> <ul style="list-style-type: none"><li><a href="#">On-Line Help</a><ul style="list-style-type: none"><li><a href="#">Frequently Asked Questions ~ FAQ</a></li><li><a href="#">DIBBS On-Line Quoting Help</a></li><li><a href="#">Batch Quoting Help</a></li></ul></li><li><a href="#">Contact Us</a></li></ul>	<b>Vendor Registration</b> <ul style="list-style-type: none"><li><a href="#">Vendor Registration</a></li><li><a href="#">Registration Guidelines</a></li><li><a href="#">DLA Small Business Programs</a></li></ul>
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# GETTING STARTED - REGISTRATION

- MUST be registered in SAM
- Create an account administrator/super user – manages all other accounts
- Receive temporary password and accept terms and conditions
- For how many days are your quotes valid? Discount terms?
- Set up POCs to receive notifications (only sent to primary unless their e-mail gets kicked back – then goes to alternate)



# GETTING STARTED - REGISTRATION

- Create Notification Profile
  - FSCs
  - NSNS
  - Approved Manufacturers CAGE Codes – great for distributors
- Review and Submit

# GETTING STARTED - BASICS

- Passwords are required to be changed every 60 days
- You will receive emails 30 and 10 days prior to your password expiration
- After 60 days, you will be forced to change your password at log in
- After 3 failed log in attempts, your account will be locked and you will need to request an unlock
- If you “X” out of your browser without logging off, you will need to wait 15 minutes before you can access DIBBS again

# GETTING STARTED - BASICS

- Passwords must be at least 15 characters long and contain at least one each of the following four character types:
  1. Upper Case Letters: ABCDEFGHIJKLMNOPQRSTUVWXYZ
  2. Lower Case Letters: abcdefghijklmnopqrstuvwxyz
  3. Numbers: 0123456789
  4. Special Characters: @ # \$ % ^ & + . = !
    - *Please use only the above characters*
    - *Avoid multiple special characters and do not repeat consecutively (i.e. @@)*
    - *If the special character "&" is followed by a "#", an error will result*

# COMMON SOLICITATION TYPES

- Request for Quotations (RFQs)
  - Under \$150,000
  - Most common type of solicitation
  - Average award under \$4,000
  - Mostly accessed and quoted through DIBBS
- Request for Proposals
  - Over \$150,000
  - May be negotiated
  - Solicitations must be filled out by hand returned to DLA by a specific time and date

# DIBBS ICONS

After 3 days

Micro Purchase (under \$3500) – evaluated by the computer every day & can be awarded after 3 day if offer deemed “fair & reasonable”

**Show Only:**

- ☐ Items with Technical Documents
- ☐ Fast Award Candidates
- ☐ Small Business Set-Asides
- ☐ HUBZone Set-Asides
- ☐ Auto-IDPO
- ☐ Combined Set-Asides
- ☐ Service Disabled Veteran Owned Small Business Set-Asides

Ignore – Legacy icon only & will be going away, eventually

Auto-IDPO

SET ASIDE COMBINED

SDVOSB



# DIBBS RFQ SEARCH

- Search by a number of variables
  - NSN
  - FSC
  - Solicitation Number
  - Purchase Request
  - Nomenclature
  - Approved Part Number
  - Approved CAGE Code

# DIBBS RFQ SEARCH

- Additional search criteria
  - Tech docs available
  - Fast Award Candidates
  - Set asides

# SEARCH RESULTS

- T or U automated by solicitation
- Q solicitations generated by an actual buyer
- Common Acquisition Method Suffix Codes (AMSC)
  - B – Source controlled
  - C – Contracting from an approved source
  - H – Inadequate Data
  - T - Qualified Products List (QPL)
  - G – tech docs available

# BID TYPES

- Bid without exception (found in master solicitation)
  - Your quote totally in compliance with the solicitation requirements
  - Common conditions **NOT** considered exceptions
    - Quoting a different delivery date
    - Quoting origin inspection on solicitations requiring destination inspection
    - Quoting a different amount of days found in your DIBBS profile for which your quote is valid
- Bid with exception (found in master solicitation)
  - Your quote is not in complete compliance with the solicitation requirements
    - Common conditions that **ARE** considered exceptions
      - Exception to item description
      - Exception to packaging requirements
      - Exception to FOB point (shipping point vs destination)
      - Quoting destination when solicitation requires origin inspection (there is a charge for this change - \$250)
      - Exception to required quantity
      - **DFARS 246.402 GOVERNMENT CONTRACT QUALITY ASSURANCE AT SOURCE**
        - Beginning 1 February 2018, in accordance with DFARS 246.402 Government contract quality assurance at source, offerors that take exception to inspection and acceptance at destination when specified in the solicitation and instead quote source will be determined ineligible for award.

# BID TYPES

- Alternate Bid
  - Supplying something other than an approved part
  - Indicated by AMSC Codes T or U:
    - Offers of alternate products will not be evaluated for the current procurement – only for future procurements
    - May submit a request evaluation for future procurements of the same item
- No Bid
  - A no bid will delete a previously submitted bid



# POST AWARD REQUESTS (PARS)

The DLA Internet Bid Board System (DIBBS) is a web-based application that provides the capability to search for, view, and submit secure quotes on Requests For Quotations (RFQs) for [Defense Logistics Agency \(DLA\)](#) items of supply. DIBBS also allows users to search and view Request For Proposals (RFPs), Invitations For Bid (IFBs), Awards and other procurement information related to DLA.



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# POST AWARD REQUESTS (PARS)

- Used to submit post-award questions, or when the vendor has a specific request
- Direct access to post-award administrator
- Maintains record of communication
- Common PARS
  - Vendor requests cancellation
  - Modifications
  - Change of Delivery Date

***\*Helpful Tip: if you do not hear back after your first PAR, DO NOT submit a 2<sup>nd</sup> one - contact the POC on block 6 of your contract***

# DIBBS FORECASTS (SRVA)

## References

- [Global Search](#)
- [DLA Master Solicitation for Automated Simplified Acquisitions](#)
- [Defense Logistics Agency Directive \(DLAD\) Procurement Notes](#)
- [Defense Logistics Agency \(DLA\) Technical and Quality Master List of Requirements](#)
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- DLA Requirements Forecast  
[Supplier Requirements Visibility Application \(SRVA\)](#)



## Technical Data

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## DLA Small Business Programs

- [DLA Office of Small Business Programs](#)  
Small businesses provide critical resources that contribute to DLA's mission. We are committed to providing all categories of small businesses an opportunity to participate in DLA acquisitions.

# DIBBS FORECASTS (SRVA)

- Used to search anticipated DLA requirements based on updated monthly forecasts
- Search by FSC or NIIN
  - Monthly
  - Quarterly
  - Yearly





# DIBBS FORECASTS (SRVA)

ata Last Updated: **12-31-2017**

upply Plan by **Month** for **FSC(s): 5305** in **All** Supply Chain sorted by FSC Ascending  
 eords Found: **12033**





iew Mode: **Month** [Quarter](#) [Year](#)

ages: [1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) [11](#) [12](#) [13](#) [14](#) [15](#) [16](#) [17](#) [18](#) [19](#) [20](#) [»](#)

#	Supply Chain	FSC	NIIN	Item Description	UI	01 2018	02 2018	03 2018	04 2018	05 2018	06 2018	07 2018	08 2018	09 2018	10 2018	11 2018	12 2018	01 2019	02 2019	03 2019	04 2019	05 2019	06 2019	07 2019	08 2019	09 2019	10 2019	11 2019	12 2019	01 2020
1	Industrial Hardware 	5305	000593667	SCREW, MACHINE	EA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2830	0	0	0	0		
2	Industrial Hardware	5305	002824919	SCREW, MACHINE	EA	0	0	0	0	0	0	0	10100	0	0	0	0	0	0	0	0	0	0	0	0	1800	0	0		
3	Industrial Hardware 	5305	012574114	SCREW, CAP, HEXAGON H	EA	0	0	0	0	0	0	0	0	0	0	0	276	0	0	187	0	0	270	0	0	74	0	0		
4	Industrial Hardware 	5305	014753195	SCREW, CLOSE TOLERAN	EA	0	0	0	0	0	0	0	0	0	0	0	1569	0	0	0	0	0	0	0	0	0	0	0		
5	Industrial Hardware 	5305	014769165	SCREW, CLOSE TOLERAN	EA	0	0	0	0	0	5128	5128	0	5128	0	5128	0	5128	5128	0	5128	5128	0	5128	5128	0	5128	0	0	
6	Industrial	5305	014760188	SCREW	EA	0	0	0	0	0	0	0	0	0	0	515	0	0	0	0	0	0	0	0	0	0	0	0	0	

# CFOLDERS

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[Supplier Requirements Visibility Application \(SRVA\)](#) 



## Technical Data

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- [DLA Packaging](#) 
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# CFOLDERS

- Gateway to technical data associated with solicitations on DIBBS
- Can either log on directly from DIBBS or through the actual RFQ
- <https://pcf1.bsm.dla.mil/cfolders/>
- cFolders Help Desk: 1 (855) 352-0001
- Updated password security criteria are in place for this system in accordance with DOD Policy: Minimum of 15 characters
  - At least 1 upper case character
  - At least 1 lower case character
  - At least 1 number
  - At least 1 special character
- IMPORTANT: You may have to download document viewers to see the drawings:  
<http://www.landandmaritime.dla.mil/Viewers.asp>

# CFOLDERS











Open RFQs where **Nomenclatures: VALVE** sorted by NOMENCLATURE Ascending

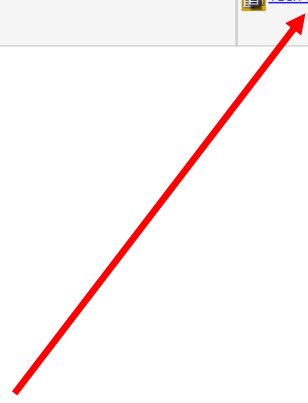
-- **Tech Docs Only**

Records Found: **2**

Pages: 1

Click on Solicitation number to view document.




#	NSN/Part Number 	Nomenclature 	Technical Documents	Solicitation 	RFQ/Quote Status	Purchase Request 	Issued 	Return By 
1	<a href="#">2915-00-821-5089</a> <i>Mil-Spec</i>	VALVE	 <a href="#">Tech Docs</a>	<a href="#">SPE4A7-18-T-5276</a> » <a href="#">Package View</a> EPROC	Open  <a href="#">quote</a>	0072015666 QTY: 1	12-11-2017	01-04-2018
2	<a href="#">2915-01-182-9935</a>	VALVE	 <a href="#">Tech Docs</a>	<a href="#">SPE4A7-17-T-R891</a> » <a href="#">Package View</a> EPROC	Open  <a href="#">quote</a>	0070866250 QTY: 90	09-28-2017	10-05-2017

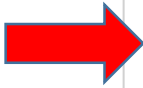




# SUPPLIER PERFORMANCE RISK SYSTEM (SPRS)

## References


- [Global Search](#)
- [DLA Master Solicitation for Automated Simplified Acquisitions](#) 
- [Defense Logistics Agency Directive \(DLAD\) Procurement Notes](#) 
- [Defense Logistics Agency \(DLA\) Technical and Quality Master List of Requirements](#) 
- [Regulation Extracts used for DIBBS quoting](#)
- [Virtual Library](#)
- [Vendor Performance Past Performance Information Retrieval System \(PPIRS\)](#) 
- [DLA Requirements Forecast Supplier Requirements Visibility Application \(SRVA\)](#) 



## Technical Data

- [DLA Collaboration Folders \(cFolders\)](#) 
- [DLA Packaging](#) 
- [Defense and Federal Specifications and Standards via ASSIST Quick Search](#) 
- [Military Engineering Data Asset Locator System \(MEDALS\)](#) 
- [Federal Stock Classes \(FSC\) managed by DLA](#)

## DLA Small Business Programs

- [DLA Office of Small Business Programs](#)   
Small businesses provide critical resources that contribute to DLA's mission. We are committed to providing all categories of small businesses an opportunity to participate in DLA acquisitions.

# PPIRS – SUPPLIER PERFORMANCE RISK SYSTEM (SPRS)

- Effective January 28, 2018, the Past Performance Information Retrieval System - Statistical Reporting Next Generation (PPIRS-SR NG) will be renamed the Supplier Performance Risk System (SPRS), pronounced “Spurs”. The SPRS URL is <https://www.sprs.csd.disa.mil>. The PPIRS-SR NG URL <https://www.ppirssrng.csd.disa.mil> will redirect automatically to the SPRS URL. A list of additional PPIRS-SR NG/SPRS updates, effective on the 28th, may be accessed at <https://www.sprs.csd.disa.mil/release.htm>. Questions regarding these updates may be directed to the PPIRS Customer Support Desk at (207) 438-1690.

# SPRS

- Performance on DLA contracts are tracked through SPRS
- 3 years of past performance data
- Scores and Classifications are now updated every day vs. every month
- Common Delinquency factors
  - Not shipped by contract delivery date
  - Partially shipped by delivery date
  - Contactor caused cancellations or terminations
  - Terminations for default
- Ability to challenge cases

# SPRS REGISTRATION

- Registration is **Required**
  - Must be registered in SAM
  - Nominate Past Performance POC in SAM
  - Need a digital certificate – public key infrastructure (PKI) – there is a charge for this
  - Need your MPIN (from SAM) for registration



# JCP CERTIFICATION

- <http://www.dla.mil/HQ/InformationOperations/Offers/Products/LogisticsApplications/JCP.aspx>



DEFENSE LOGISTICS AGENCY  
THE NATION'S COMBAT LOGISTICS SUPPORT AGENCY

Search Defense Logistics Agency

HOMEWHAT DLA OFFERSDOING BUSINESS WITH DLAABOUT DLACAREERS

Information Operations (J6)

Information Operations Home

What Information Operations Offers

Doing Business with Information Operation

About Information Operations

Contact Us

JCP Home

FAQ

Links/Resources

JCP Search

CAGE Search

NCAGE Search

DD Form 2345

DD Form 2345 Instructions

Defense Technical Information Center

DOD Directive 5230.25 Withholding of  
Unclassified Technical Data from Public  
Disclosure

DOD Directive 5230.24 Distribution Statements on  
Technical Documents

DOD Directive 5230.27 Presentation of DOD-  
related Scientific and Technical Papers at  
Meetings

Canadian Technical Data Control Regulations  
(TCDR)

State Department, Directorate of Defense Trade  
Controls

International Traffic in Arms Regulations

Contact Us

Joint Certification Program (JCP)  
Home



JCP Search

The JCP established in 1985 to allow United States (U.S.)/Canadian contractors to apply for access to Department of Defense/Department of National Defence (DOD/DND) unclassified export controlled technical data/critical technology on an equally favorable basis in accordance with DODI 5320.25 "Withholding of Unclassified Technical Data and Technology from Public Disclosure", and Canadian Technical Data Control Regulations.

The JCO:

- is a jointly staffed office and the only DOD/DND agency that reviews and certifies the DD Form 2345.
- provides customer support to defense contractors applying for certification.
- receives, processes and maintains approximately 9,000 DD Form 2345s annually.
- establishes JCP policy based on DOD/DND Directives.
- consults and cooperates with government stakeholders in the development of common industrial security policies, procedures and technology controls.
- partners with DOD legal counsel and federal law enforcement on debarment actions.

DD Form 2345 is used:

- for U.S./Canadian defense contractors to obtain DOD/DND unclassified export controlled technical data.
- to attend gatherings such as:
  - Symposiums
  - Program briefings
  - Meetings designed to publicize advance requirements of contracting agencies
  - Pre-solicitation, pre-bid, pre-proposal, pre-award conferences, workshops and tours
- to request unclassified visits directly with other certified U.S. or Canadian defense contractors or U.S. and Canadian military facilities.

# JCP CERTIFICATION

## Restricted Data

### Data Types & Access

There are various types of restricted data on [DLA Collaboration Folders \(cFolders\)](#). If you see the phrase *Add Access Required* in cFolders under the Download column for a document then you must look to see which of the restricted types below is assigned to the document and follow the instructions below:

#### · Export Control Data

[United States/Canada Joint Certification Program \(JCP\)](#) certification is required. Go to [United States/Canada Joint Certification Program \(JCP\)](#), and then fill out DD 2345 form. Once approved and cFolders is updated with your information, you can access export control data.

#### · Foreign Secure Data No foreign certification

Go to [DLA Collaboration Folders \(cFolders\)](#) and then select the Licensing Agreements link under Functions. Click the Foreign Secure link and download the form and FAX to the POC listed. CFolders will notify you when granted access.

#### · Licensing Agreements

Licensing agreement numbers appear in the licensing agreement field at the solicitation level and the drawing level on cFolders. This tells you which forms you must have on file to receive the restricted data. Select Licensing Agreements under Functions. Select the appropriate licensing agreement and download the form. Mail or FAX the form to the POC listed. CFolders will notify you when granted access.

# DIBBS MASTER SOLICITATION

10. PLEASE FURNISH QUOTATIONS TO THE  
ISSUING OFFICE IN BLOCK 5 ON OR  
BEFORE CLOSE OF BUSINESS (Date)

2016 JUN 29

IMPORTANT: This is a request for information, and quotations furnished are not offers. If you are unable to quote, please so indicate on this form and return it to the address in Block 5. This request does not commit the Government to pay any costs incurred in the preparation of the submission of this quotation or to contract for supplies or services. Supplies are of domestic origin unless otherwise indicated by quoter. Any representations and/or certifications attached to this Request for Quotations must be completed by the quoter.

11. SCHEDULE (See Continuation Sheets)

## POC INFORMATION:

WHEN TECHNICAL DATA IS PROVIDED IT MUST BE OBTAINED AT <https://pcf1.bsm.dla.mil/cfolders>. DISCREPANCIES FOUND IN TECHNICAL DATA PROVIDED, SUBMIT REQUEST TO THE DLA CUSTOMER SERVICE WEBSITE: <https://www.pdmd.dla.mil/cs/>


ALL OTHER QUESTIONS (SOLICITATION REQUIREMENTS, ITEM DESCRIPTION, AWARD CHOICE, ETC.), PLEASE CONTACT THE BUYER SHOWN ABOVE.

QUESTIONS REGARDING OPERATION OF THE DLA-BSM INTERNET BID BOARD SYSTEM SHOULD BE E-MAILED to [DibbsBSM@dlamail](mailto:DibbsBSM@dlamail)

FOR IMMEDIATE ASSISTANCE, PLEASE REFER TO THE FREQUENTLY ASKED QUESTIONS (FAQS) ON BSM DIBBS AT:  
<https://www.dibbs.bsm.dla.mil/Refs/help/DIBBSHelp.htm> OR PHONE 1-855-DLA-0001 (1-855-352-0001).

## MASTER SOLICITATION

THIS SOLICITATION INCORPORATES THE TERMS AND CONDITIONS SET FORTH IN THE DLA MASTER SOLICITATION FOR EPROCUREMENT AUTOMATED SIMPLIFIED ACQUISITIONS (PART 13) REVISION 32 (MARCH 9, 2016) WHICH CAN BE FOUND ON THE WEB AT:  
[http://www.dla.mil/Portals/104/Documents/J7Acquisition/Master\\_Solicitation\\_REV\\_32\\_MAR\\_16.pdf](http://www.dla.mil/Portals/104/Documents/J7Acquisition/Master_Solicitation_REV_32_MAR_16.pdf)


**DEFENSE LOGISTICS AGENCY**  
 ENTERPRISE BUSINESS SOLUTIONS  
**DLA INTERNET BID BOARD SYSTEM**

[Home](#) | [Solicitations](#) | [RFQs](#) | [RFP/IFB/Other RFQs](#) | [Tech Data](#) | [Downloads](#) | [Awards](#)

Navigation: [Navigation/Documents](#)

**Notice:** • Next TKO to be held November 9 & 10. See Notices below for more information.

• THE LINK - CONNECTING SUPPLIERS WITH DLA - ISSUE 2 newsletter can be viewed at: [http://www.dla.mil/Portals/104/Documents/InformationOperations/EBS%20Supplier%20Information/The%20Link\\_Issue%202\\_Oct](http://www.dla.mil/Portals/104/Documents/InformationOperations/EBS%20Supplier%20Information/The%20Link_Issue%202_Oct)

• Please see Notice for changes to the DIBBS Batch/EDI Quote » [Read Notice](#)

• The Defense Logistics Acquisition Directive (DLAD) is undergoing a major rewrite click here to » [Read Notice](#)

• The new and improved RFQ Text Search tool and other improvements have been released in DIBBS. For more information, click the read notice link. » [Read Notice](#)

Please read notices posted on the [Notices page](#).

Location: **Home**

The **DLA Internet Bid Board System (DIBBS)** is a web-based application that provides the capability to search for, view, and submit secure quotes on Requests For Quotations (RFQs) for **Defense Logistics Agency (DLA)** items of supply. DIBBS also allows users to search and view Request For Proposals (RFPs), Invitations For Bid (IFBs), Awards and other procurement information related to DLA.

*Registered User*  
[Log In](#)

• **Help**

- [On-Line Help](#)  
[Frequently Asked Questions ~ FAQ](#)  
[DIBBS On-Line Quoting Help](#)  
[Batch Quoting Help](#)
- [Contact Us](#)

• **Vendor Registration**

- [Vendor Registration](#)
- [Registration Guidelines](#)
- [DLA Small Business Programs](#)

• **Solicitations**

- [Requests for Quotation \(RFQ\)](#)  
[Batch Quoting](#)  
[Submitted Quote Searching](#)
- [Requests for Proposal \( RFP \) / Invitation For Bid \(IFB\)](#)
- Other DLA Opportunities  
[Federal Business Opportunities \(FedBizOpps\)](#)

• **Awards**

- [Awards](#)
- [Subsistence Market Ready Orders](#)
- [Post Award Request \(PAR\)](#)  
 Allows vendors to submit post award requests.
- Other DLA Awards  
[Federal Business Opportunities \(FedBizOpps\)](#)

• **References**

- [Global Search](#)
- [DLA Master Solicitation for Automated Simplified Acquisitions](#)
- [Defense Logistics Agency Directive \(DLAD\) Procurement Notes](#)
- [Defense Logistics Agency \(DLA\) Technical and Quality Master List of Requirements](#)

• **Technical Data**

- [DLA Collaboration Folders \(cFolders\)](#)
- [DLA Packaging](#)
- [Defense and Federal Specifications and Standards via ASSIST Quick Search](#)
- [Military Engineering Data Asset Locator System \(MEDALS\)](#)



# DIBBS MASTER SOLICITATION

- **Part I** explains the automated bid process, evaluation and award process.
  - Must comply with the Master Solicitation in effect at the time of the award.
  - Updates identified by revision, date and changes are highlighted.
  - Prior versions are archived and available
  - Instructs on the submission of quotes
  - Instructs on the use of Dibbs
  - Explains the Automated Award Evaluation

# DIBBS MASTER SOLICITATION

- **Part II Contains**
  - Mandatory Provisions & Clauses
  - Conditional Provisions & Clauses
  - Procurement Notes that apply to automated solicitations and Purchase Orders.
  - Provisions, clauses and procurement notes are incorporated by reference with the same force and effect as the full text. (Links found on Dibbs Homepage)

# DIBBS MASTER SOLICITATION

- **Part II – Provisions, Clauses and Procurement Notes**
  - Website(s) to obtain the full text of the FAR, DFARS and DLAD provisions and clauses listed in Part II –
    - <https://www.acquisition.gov>,
    - <http://www.acq.osd.mil/dpap/dars/dfarspgi/current/index.html>
    - <http://www.dla.mil/hq/acquisition/offers/DLAD.aspx>
    - <http://www.dla.mil/HQ/Acquisition/Offers/eProcurement.aspx>

# DIBBS MASTER SOLICITATION

- **Part II – Provisions, Clauses and Procurement Notes**
  - All provisions, clauses and procurement notes are **incorporated herein by reference with the same force and effect as if set forth in full text**, and made a part of the solicitation/order as applicable. The submission of a quotation in response to a RFQ that references this document **constitutes the supplier's compliance with the representations and certifications and acceptance of the individual clauses, provisions and procurement notes incorporated by reference herein**. Certain representations and certifications may be required as part of a quotation submitted via DIBBS. These representations and certifications will be contained on the DIBBS quotation input form. Suppliers are reminded that all provisions incorporated herein by reference remain binding in their entirety. Any penalties for misrepresentation contained in the reference clauses and provisions apply.

# DIBBS MASTER SOLICITATION

- Subpart A - Mandatory FAR, DFARS and DLAD Provisions & Clauses
  - Ex – FAR 52.211-14 (April 2008) Notice of Priority Rating for National Defense, Emergency Preparedness and Energy Program Use (located in Block 4 of solicitation & contract award)
- Subpart B – Conditional FAR, DFARS and DLAD Provisions & Clauses
  - Ex – DFARS 252.211-7006 (June 2016) Passive Radio Frequency Identification
- Subpart C – Procurement Notes
  - Ex - C03 – Contractor Retention of Supply Chain Traceability Documentation (Sep 2016)
  - Ex - C14 – Repackaging or Relabeling to Correct Deficiencies (Aug 2017)
  - Ex – Log – Reverse Auction (Oct 2016)

# DLA MASTER LIST OF TECHNICAL AND QUALITY REQUIREMENTS

- This document incorporates technical and/or quality requirements (identified by an “R” or an “I” number)
  - Ex: RP001: DLA PACKAGING REQUIREMENTS FOR PROCUREMENT
  - EX: IP025: PACKAGING, MARKING, AND SHIPPING OF HAZARDOUS MATERIALS
  - Ex: RQ017: PHYSICAL IDENTIFICATION/BARE ITEM MARKING...
  - Ex: RQ002: CONFIGURATION CHANGE MANAGEMENT - ENGINEERING CHANGE PROPOSAL REQUEST FOR VARIANCE (DEVIATION OR WAVER)

# THE LINK – DLA NEWSLETTER



## THE LINK

Connecting Suppliers with DLA



Issue 7  
January 2018

### Upcoming Events:

**Mark Your Calendars!**  
**2018 Suppliers Conference:**  
June 18 - 21, 2018  
Columbus, OH

### Updated Master Solicitation

Beginning on October 5, 2017, on all automated solicitations and awards, the mandatory FAR and DFARS provisions and clauses cited in the DLA Master Solicitation for Automated Simplified Acquisitions started appearing on automated solicitation and award documents. The master solicitation will still be used for mandatory DLAD clauses, conditional FAR/DFARS/DLAD provisions and clauses, and procurement notes. In the event of a conflict between mandatory provisions and clauses explicitly cited in the automated solicitations and awards and those located in the master solicitation, part II, subpart A, the mandatory provisions and clauses cited in the automated solicitation or award will take precedence.

Available at:

<https://www.dibbs.bsm.dla.mil/Notices/msgdspl.aspx?MsgId=924>

# RESOURCES

- DLA TKO Presentations:  
<https://tko.dla.mil/Public/Documents.aspx?locid=2>
- Commodities Purchased by DLA (FSCs):  
<http://www.dla.mil/Portals/104/Documents/SmallBusiness/DLA%20Commodities%20FSC%20Table.pdf>
- WPI – Proximity
- WPI – Bid Match



# ACQUISITION HOUR LIVE WEBINAR SERIES

- February 13, 2018 – **The Future of SAM.gov** – [CLICK HERE](#) for additional information – presented by Kim Garber, WPI
- February 21, 2018 – **Overview of CPARS** – [CLICK HERE](#) for additional information – presented by Carol Murphy, WPI
- February 21, 2018 – **Selling to the State of Wisconsin and Local Governments** – [CLICK HERE](#) for additional information – presented by Kate Hill, Heartland Information Research, Inc
- February 27, 2018 – **Understanding your Obligations when Quoting and Receiving Awards from Defense Logistics Agency (DLA) DIBBS** – [CLICK HERE](#) for additional information – presented by Jean Polka – Wisconsin Procurement Institute (WPI)
- February 28, 2018 – **Cyber Security for Current and Prospective DOD Contractors and Subcontractors** – [CLICK HERE](#) for additional information – presented by Marc Violante – Wisconsin Procurement Institute (WPI)
- March 7, 2018 – **Update on Federal Hour Wage Labor Laws** – [CLICK HERE](#) for additional information – presented by Corey Walton, Community Outreach and Resource Planning Specialist – U.S. Department of Labor/Wage & Hour Division

# ACQUISITION HOUR LIVE WEBINAR SERIES

- March 13, 2018 – **Information Management for Federal Contractors** – [CLICK HERE](#) for additional information – presented by Marc Violante – Wisconsin Procurement Institute (WPI)
- March 14, 2018 – **Introduction to Certifications Available to Woman Owned Businesses** – [CLICK HERE](#) for additional information – presented by Kim Garber – Wisconsin Procurement Institute (WPI)
- March 28, 2018 – **Cyber Security for Current and Prospective DOD Contractors and Subcontractors** – [CLICK HERE](#) for additional information – presented by Marc Violante – Wisconsin Procurement Institute (WPI)

# UPCOMING EVENTS

Federal Acquisition Regulations (FAR) Review – Starting February 13, 2018 - Webinar

Is a GSA Schedule Right for your Business? – February 20, 2018 – Milwaukee, WI

Developing your Marketing Materials for Government Sales – March 13, 2018 – Milwaukee, WI



# QUESTIONS?

# SURVEY



# CONTINUING PROFESSIONAL EDUCATION

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CPE Certificate available, please contact:

**Benjamin Blanc**

[benjaminb@wispro.org](mailto:benjaminb@wispro.org)

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