



**1<sup>st</sup> Choice Support for the Warfighter**



# DOD EMALL



*Point, Click, Ship*  
*One Stop Support for the Warfighter!*



## **Business Conference & Exhibition, August 27-29, 2007**

### **DOD EMALL Contracting Office**

Live On-line Demo Shop on DOD EMAL.

### **Supplier Account Manager (SAM) PM's Office, Battle Creek**

- Catalog Design
- Catalog Hosting
- Order Transmission & Testing ( EDI and Encrypted E-Mail)
- Catalog Changes
- Supplier Pages
- Marketing

### **Mantech Software Applications & Systems Designs**

- Central Contractor Hosting System (CCHS - Automated Modifications and Post Award Actions)

# ***DOD EMALL Supports the Field Level***

## **Pre-Deployment Support**



**Deployment Lists  
Shopper/Orderer  
Workflow**

## **In-Theater Support**



**National Stock Number  
& Commercial Catalogs  
Re-Order Lists  
Order Tracking**

## **Base Level Support**



**Facilities Services Contracts  
Re-Order Lists  
Regional/Local Catalogs  
Regional/Local Pricing**



### General Information

- ▶ [Contacting the Help Desk](#)
- ▶ [DOD EMALL Training](#)
- ▶ [Supplier's Corner](#)
- ▶ [DOD EMALL Supplier's List](#)
- ▶ [Learn More about DOD EMALL](#)
- ▶ [DOD EMALL Policy Statements](#)

### Shop

#### **Catalog Search**

*Catalog Search* allows the user to search by keyword, part number, UPC, catalog number, NIIN or NSN. You will also be able to browse by category or narrow your search according to particular attributes, e.g. price or supplier.

#### **Power Search**

*Power Search* is a feature of DOD EMALL that allows a user to manually search for up to two hundred part numbers, manufacturer part numbers or NSNs at one time. You can also import a text file for an easy way to search for multiple items without typing in each number.

#### **Product Comparisons**

*Product Comparisons* allow the user to display more than one item, side-by-side to assist in review of product information such as Item description, Unit of Issue, and Price.

#### **Specialty Stores**

*Specialty Stores* is where you will find collections of items built by DOD EMALL for broad user groups. These collections contain like items in logical groups and are available to all users to speed up the shopping process. You can review each list and select multiple items from it for adding to a shopping cart.

#### **Competitive Pricing**

*Competitive Pricing* (e.g. On Demand Manufacturing) occurs after the user adds an unpriced item(s) to a shopping cart, and before the user clicks "**Checkout**". It is used to request and receive competitive quotes from multiple vendors who are already on contract and have the ability to make a product or perform a service. A cart containing items that must be competitively priced cannot be checked out until those items are priced.

#### **Housing**

*Housing* is used to initiate delivery orders with contracted housing suppliers. This application encompasses competitive pricing for housing requests, order management, and invoicing. Access to the Housing Module is by Special Permission only. Should you need access, proceed to the Special Permissions tab in My Account to apply.



**DEFENSE SUPPLY CENTER, COLUMBUS**  
POST OFFICE BOX 3990  
COLUMBUS, OH 43216-5000

1 of 42

IN REPLY  
REFER TO DSCC-DOM

November 15, 2007

We invite you to submit a proposal to join the Department of Defense Internet shopping service called DOD EMALL, the Department of Defense Electronic Mall. The DOD EMALL is an Internet based Electronic Mall, which allows our Military customers and other authorized worldwide customers to 'shop' via a web page for the commercial products they need. Our military and federal customers may choose to order by Government MILSTRIP requisition or by using the Government purchase credit card.

Participation on the DOD EMALL is free of charge to all vendors. All that is required is a DOD EMALL contract and the ability to participate in the DOD EMALL e-commerce architecture. The DOD EMALL offers you the potential to increase your sales while reducing your administrative costs. Your participation in the DOD EMALL allows you to update prices, display parts availability or delivery, show technical specifications, pictures of your merchandise, and choose how you want to receive your orders (EDI delivery orders or electronic mail). You will enjoy worldwide exposure for your products targeted directly to Military and Federal end-use customers, 24 hours a day, and 7 days a week. DLA adds a 7.2% surcharge to prices, paid by customers, to cover EMALL administrative costs. DOD EMALL is at <http://www.emall.dla.mil>

Joining the DOD EMALL team is easy. A copy of the DOD EMALL solicitation is available at <http://www.dsccl.dla.mil/programs/Emall/> or by contacting Jacqueline Washington, [Jacqueline.washington@dla.mil](mailto:Jacqueline.washington@dla.mil), (614)-692-5372 or Jim Secrist, [james.secrist@dla.mil](mailto:james.secrist@dla.mil), (614) 692-7346



## **How To Become A DOD EMALL Supplier**

- Review/Download Online Solicitation
- Contact the Contracting Officer for Details
- Complete the Solicitation
- Consider Posting an Open Market Catalog  
(Supplier's catalog can be put on DOD EMALL as an Open Market Catalog before contract is written, if requested by customer)
- Complete the solicitation and provide your discounted price list on a spreadsheet. (template online)



## ***Becoming An EMALL Supplier (Continued)***

- Review the cover letter for Fill-ins
- Other details that are provided by the Supply Account Manager (SAM), such as catalog hosting, software encryption (PGP) information, supplier welcome page, other cataloging format issues are available on the DOD EMALL website.
- The DOD EMALL Business Rules are also available on our website. These Rules must be reviewed and signed by suppliers who do not have a current government contract.



# *DOD EMALL*

*Point, Click, Ship*

# *QUESTIONS/COMMEN*

