DEFENSE LOGISTICS AGENCY

AMERICA'S COMBAT LOGISTICS SUPPORT AGENCY

DLA Land and Maritime

DLA Internet Bid Board System (DIBBS)

Breakout Session

30-31 August 2016



DIBBS Breakout Agenda



- Introduction
- The Link Newsletter
- DIBBS Security
- Notices & Banners
- Supplier Requirements Visibility Application (SRVA)
- Past Performance
- DLA Master Solicitation
- Searching
- Quoting
- Buy American Act Changes
- Uploading Proposals
- Post Award Requests (PARs)
- Questions





The Link Newsletter



THELINK Newsletter

- Do you have ideas for an article in The Link?
- Please fill out the suggestion form and drop it off at the DIBBS booth or send an email to: dibbsbsm@dla.mil



THELINK Connecting Suppliers with DLA



Issue 1 June 2016

Upcoming Events:

August 29—September 1: "DLA Land & Maritime Suppl

Greater Columbus Convention Center, 400 N. High Street, Columbus, OH 43215

www.dla.mil

www.facebook.com/dla.mil

www.twitter.com/dlamil

www.youtube.com/user/ dodlogisticsagency

Welcome to THELINK!

Welcome to the first issue of THELINK newaletter, a quarterly publication that will highlight information important to you – our DLA suppliers! Each quarter, all active DLA Internet Bid Board System (DIBBS) users will receive a PDF via email. THELINK will also be posted on the Enterprise Business Systems Supplier Information Resource Center (EBS SIRC) along with a notice on the DIBBS website https://www.dibbs.bsm.dla.mil wish it at http://www.dla.mil/HO/ information/Deerations/Business/ EBSSupplierResources.aspy.

The featured article in this issue, located on page 3, includes the results from the recent DIBBS Survey. You will see an overview of our findings and a few of the actions we are taking to improve your overall DIBBS experience. Also within this issue are articles about new DIBBS functionality, useful updates, reminders and various topics from our engineering, supply, policy and small business groups.

Each issue will include upcoming events and other useful tips. We hope you will find this and every issue informative. This publication is for you so if you have a suggestion for an article, please send it to dibbsbsm@dla.mil. As a reminder, you can always find out more about DLA by visiting our Facebook, Twitter, YouTube or DLA Website listed to the left. We encourage you to share this information throughout your companies to further improve communications between DLA and our valued supoliers.

Thank you for partnering with us to support our warfighters!



ZIP + 4 Update in SAM & DUNS

Correcting your ZIP code +4 will ensure transparency of Department of Defense contracting data within government procurement repositories such as Federal Procurements Data System Next Generation (FPDS-NG). All DoD contracts issued within the United States must be properly aligned and associated to a ZIP +4. You can find your full ZIP code by

tories 5-NG). O V by

using the USPS ZIP code look-up at: https://tools.usps.com/go/ZipLookupAction_input. Please help us by correcting your ZIP 44 in SAMLGOV (System for Award Management) and Dun and Bradstreet (D&B) by following the instructions in the job aid posted at: https://www.dla.mii/Portals/104/Documents/InformationOperations/EBS%20Supplier%20Information/How to update %20ZipCode4 v3.pdf?ver=2016-06-29-151000-703



Cyber Security



- National security and intelligence officials have long warned that cyber attacks are among the most serious threats facing the United States
- The U.S. government was hit by more than 77,000 "cyber incidents" such as data thefts or other security breaches in fiscal year 2015, a 10% increase over the previous year, according to a White House audit
- "Despite unprecedented improvements in securing federal information resources ... malicious actors continue to gain unauthorized access to, and compromise, federal networks, information systems, and data," the report said



"Number of U.S. government 'cyber incidents' jumps in 2015" Reporting by Dustin Volz, www.reuters.com March 21, 2016



Registration & Password Security



- During registration, you will receive a PIN number which you need to establish your new password
- The PIN number is only valid for 24 hours
- Once your password is established, you must log in immediately
- Inactive accounts will be locked if not used in 35 days
 - 10 days prior to an inactivity lockout, you will receive an email notification



DIBBS Password Security



- 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



DIBBS Password Rules



Your password must:

- Be at least 15 characters long
- Begin with a number or letter
 - The first character may not be a special character
 - The first three characters cannot all be the same





DIBBS Password Rules



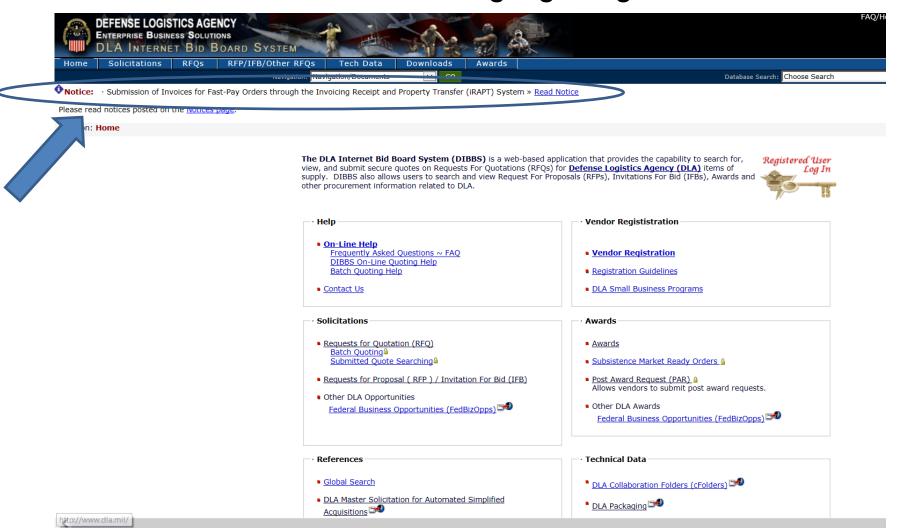
- Passwords must contain at least one each of the following four character types:
 - Upper Case Letters: ABCDEFGHIJKLMNOPQRSTUVWXYZ
 - 2. Lower Case Letters: abcdefghijklmnopqrstuvwxyz
 - 3. Numbers: 0123456789
 - 4. Special Characters: @ # \$ % ^ & + . = !
 - Please use only the above characters
 -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



DIBBS Banners



Banners are located at the top of the DIBBS home page and are short statements to highlight significant notices





DIBBS Notices





Notices are located at the bottom of the DIBBS home page and provide detailed information important to suppliers



SRVA

Supplier Requirements Visibility Application



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Help

On-Line Help

Frequently Asked Questions ~ FAQ DIBBS On-Line Quoting Help Batch Ouoting Help

Contact Us

Solicitations

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

Vendor Regististration

- Vendor Registration
- Registration Guidelines
- DLA Small Business Programs

Awards

- Awards
- Subsistence Market Ready Orders
 \(\rightarrow\)
- 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 500
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- Virtual Library
- 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





SRVA



Supplier Requirements Visibility Application

- Provides suppliers with DLA forecasting information to help reduce lead times, increase customer support and improve warfighter readiness
- Allows DLA suppliers to input a list of NIINs to retrieve forecast information
 - Must be logged into DIBBS
 - 24 months of forecast information is sent to DIBBS the second week of each month
 - Projected Planned Orders (forecast/estimates) are based on history and may include data from collaborative efforts between DLA and our customers
 - Estimates are not binding



SRVA



Supplier Requirements Visibility Application

SRVA support is available by contacting the following:

- Aviation: <u>dscr.srvaaviation@dla.mil</u>
- Land: dscc.srvaland@dla.mil
- Maritime: <u>dscc.srvamaritime@dla.mil</u>
- Energy: <u>dlaenergy.plbpa@dla.mil</u>
- Clothing & Textile, Construction & Equipment, Industrial Hardware, Medical or Subsistence: dlatroopsupportsrva@dla.mil



PPIRS-SR (NG)



Past Performance Information Retrieval System Statistical Reporting (Next Generation)

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What is PPIRS?



- System is owned and maintained by the Navy (Naval Sea Logistics Center Portsmouth)
- PPIRS is the sole Federal repository for contractor past performance information
- PPIRS has two parts:
 - Report Cards (RC)
 - Above established threshold of \$5 million for DLA
 - Statistical Reporting Next Generation (SR-NG)
 - Below established threshold of \$5 million for DLA



How Does PPIRS-SR (NG) Work?



 PPIRS-SR NG collects quality and delivery data from numerous Department of Defense (DoD) databases, aggregates that data using algorithms, and provides the user with objective quality and delivery ratings of a contractor's past performance

 Detailed evaluation criteria & user guides: https://www.ppirssrng.csd.disa.mil/reference.htm

Weighted Delivery Score

Quality Color Classification



PPIRS-SR (NG) Business Rules



- Uses 3 years of past performance/historical data
- Scores/classifications are now updated each day vs. each month (24-48 hr. lag for system interface)
- Performance data is classified by CAGE and commodity
 - Federal Supply Classification FSC (DoD uses)
 - NAICS North American Industry Classification
 System
- Quality and Delivery records are weighted (+ & -)
 - Scores are classified in positive/negative record categories



PPIRS-SR (NG) Logging in with a PKI Certificate



- Public Key Infrastructure (PKI) Certificate is now required for PPIRS-SR (NG) users
- Mandatory as of 15 Aug 2015 for all users
- Purchase from External Certificate Authority (ECA)
- DLA is not involved in the approval of vendor account registration or PKI certifications
- Contact PPIRS Helpdesk for registration or PKI certification related inquiries
 - Website: webptsmh@navy.mil
 - Phone: (207) 438-1690



PPIRS-SR (NG) Contact Information



More information available at:

- https://www.ppirssrng.csd.disa.mil/split.htm
- https://www.ppirssrng.csd.disa.mil/pki_info.htm
- PPIRS-SR (NG) Homepage:
 https://www.ppirssrng.csd.disa.mil/
- DLA L&M related questions: <u>LMPPIRS@dla.mil</u>



What is VPH? Vendor Performance History

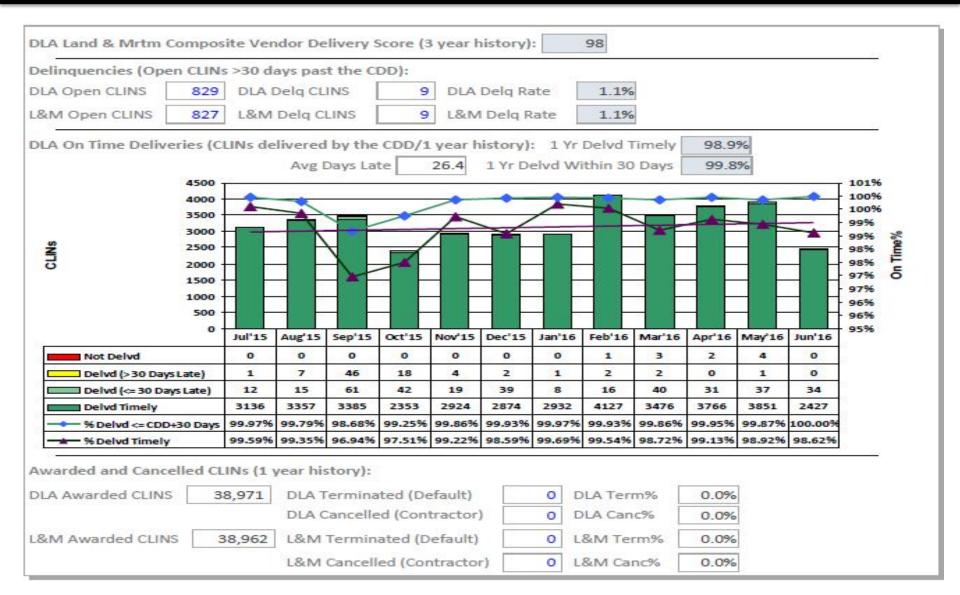


- Locally created tool by DLA Land and Maritime
- Captures vendor performance trend data
 - On time delivery percentages
 - Able to see a 12 month view
- Open vs. delinquent CLIN count
 - DLA wide or DLA Land and Maritime CLIN totals
- Awarded vs. canceled/terminated awards
- Compiles all PPIRS-SR (NG) scores
 - Composite vendor delivery score
 - Assists in source selection determinations



Example of Good Performance

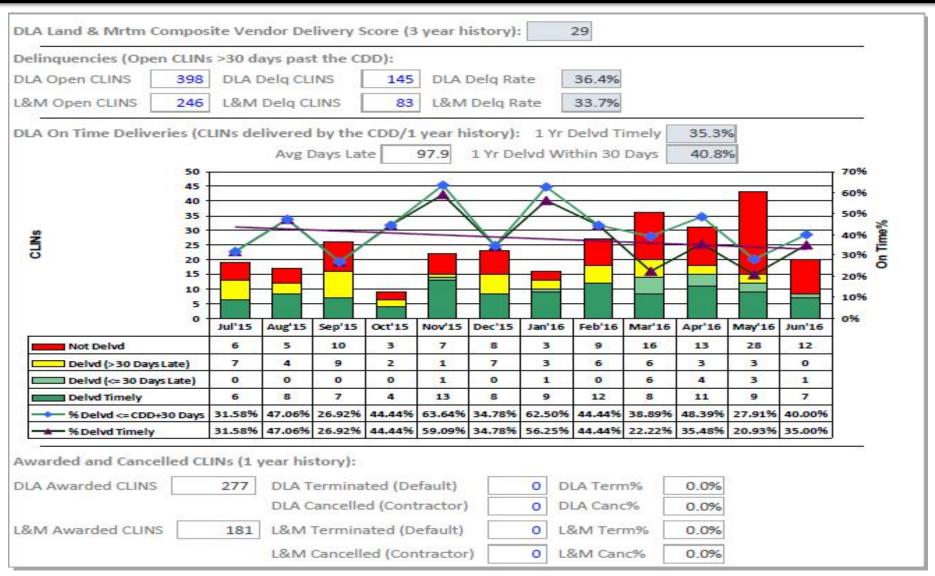






Example of Poor Performance

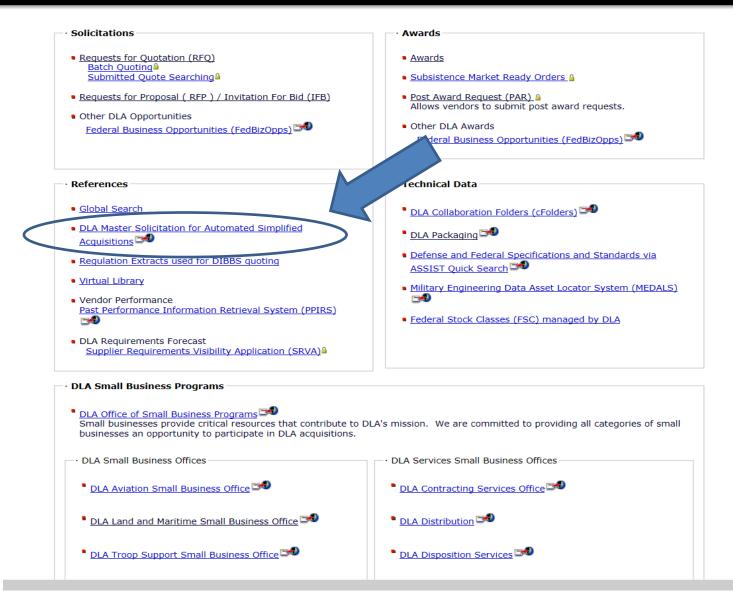






DLA Master Solicitation







DLA Master Solicitation



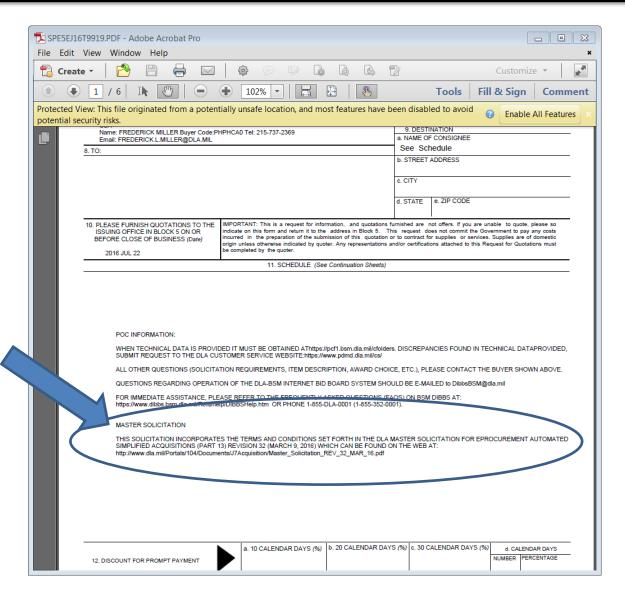




DLA Master Solicitation



You can find the link to the most current Master Solicitation on the DD1155







Request for Quotes (RFQ)

 Request for Proposals (RFP), Invitation for Bid (IFB) and Other RFQs

Awards





Request for Quotes (RFQ)

RFQ text search update

- More robust than previous version
- Search by a certain number of days back
- New sorting feature
- Same filters as regular searching
- Improved RFQ search





Request for Quotes (RFQ) (Cont.)

Search By:

- Federal Supply Class (FSC)
- National Stock Number (NSN)
- Solicitation Number
- Purchase Request Number
- Nomenclature
- Approved Part Number
- Approved Cage
 - Can include Wildcards (*)





Request for Quotes (RFQ) (Cont.)

Filter By:

- Items with Technical Documents
- Fast Award Candidates
- Small Business Set-Asides
- Hubzone Set-Asides
- Combined Set-Asides
- Service Disabled Veteran Owned Set-Asides





RFP/IFB/Other RFQs

Search By:

- Solicitation Number
- NSN/Part Number
- Nomenclature
- Buyer Code

• Filter By:

Items with Technical Documents





Awards

Search By:

- Award Cage
- Contract/Delivery Order #
- Solicitation #
- Purchase Request
- NSN/Part Number
- Nomenclature

Filter By:

- Today
- Past 15 Days
- Date Range
- All



Quoting on DIBBS



Three Ways to Submit Quotes:

- 1. Web Quote Form must be logged in
- 2. Batch Quoting must be logged in
- 3. EDI Quoting requires a Value Added Network (VAN)

Four Different Bid Types Available:

- 1. Bid without Exception
- 2. Bid with Exception
- 3. Alternate Bid
- 4. No Bid



Quoting on DIBBS (cont.)



Quoting Tips:

- The Web Quote Form is dynamic with some pre-populated fields
- Pay attention to what constitutes a Bid with Exception and what does not (in Master Solicitation)
- Having remarks on an Automated Solicitation is a Bid with Exception
- Prior to submittal, make sure it is reviewed for accuracy



Quoting on DIBBS (cont.)



Quoting Tips (cont.):

- At submittal it will either accept or reject
- Correct any errors
- Successfully submitted quotes can be searched by:
 - Today
 - Recent
 - Specific Date
 - Date Range
 - Custom Search



Buy American/Free Trade



- Required in solicitations over the micropurchase threshold (\$3,500)
- Depending on dollar value, either Buy American or Free Trade applies
- October 2016 will reflect the new Buy American/Free Trade requirements
- Adding Alternate IV of DFARS 252.225-7035
- The country list for Qualifying and Free Trade countries will be updated



Uploading Proposals



SPE7MX-16-X-0003

Package View

Offer

- You must be logged into DIBBS
- Unless prohibited by the solicitation, DIBBS electronic upload is the preferred method of proposal submission
- The offer must be signed and completed in its entirety
- No data will be saved unless the offer is submitted
- Documents may be added, but not removed
- Found on the RFP search screen by selecting the "Offer" icon





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- A PAR is a request for a post award action against a DLA contract or purchase order (PO)
- PARs are automatically assigned to the Post Award administrator responsible for contract administration of the contract or order; suppliers receive immediate feedback of PAR assignment
- DIBBS PARs are the preferred method for submitting a PAR; email requests to the administrators are discouraged





- Each PAR is assigned a unique Case ID number and is tracked on the Post Award workload screen and in management reports
- There are established Post Award metrics and performance standards for completing PARs
- PARs are permanent records stored in the official contract file





Vendor Reasons to Submit a PAR:

- VR01 Delivery Date Change
- VR02 Duty Free Entry Request
- VR03 Free Issues
- VR04 Price Change and Mistakes-in-Bid
- VR05 Request for Price Change in Accordance with Economic Price
- VR06 Variation in Quantity Change
- VR07 Quantity Change
- VR08 Vendor Requested Cancellation
- VR09 Modification
- VR10 Wage Determination
- VR11 Other Vendor Request



Questions?



- Come see us at Booth 420 during the conference
- Email us at <u>dibbsbsm@dla.mil</u> after the conference
- Call the DLA Land and Maritime Business Counseling Center at (800) 262-3272



DEFENSE LOGISTICS AGENCY

AMERICA'S COMBAT LOGISTICS SUPPORT AGENCY

DLA Land and Maritime





Post Award Requests (PARs) in DIBBS



Location: Home » Log In

DIBBS restricted area access requires **JavaScript enabled** to use quoting features. Consult your browser help for assistance on these settings. In order to conduct transactions in the DIBBS restricted area (submit electronic quotes on RFQs, search submitted quotes), vendors must register in order to receive a User ID and Password.

Note: DIBBS will automatically log users out of the restricted area after 15 minutes of inactivity.

Registered User Login
User ID: Password:
SUBMIT

Enter DIBBS user ID and Password

- · Not Registered? Click Here to Register
- · Forgot your Password? Go Here



Post Award Requests (PARs) in DIBBS



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Federal Business Opportunities (FedBizOpps)



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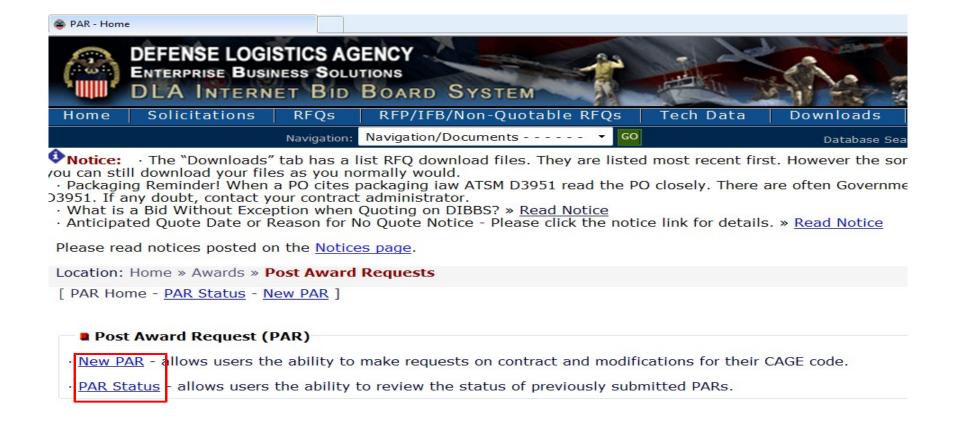
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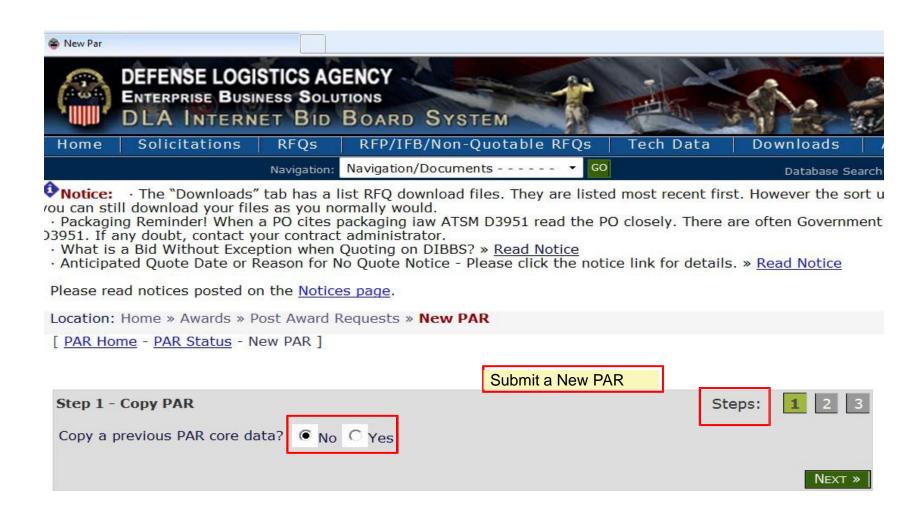
Post Award Requests (PARs) in DIBBS















Location: Home » Awards » Post Award Requests » New PAR [PAR Home - PAR Status - New PAR] **PAR Entry** Steps: * Mandatory Entries New PAR Input Contract #:* CLIN: PAR Reason:* - Select ---Consideration Amount: Add Attachment: Browse. • File Types Type additional notes to the Contract Administrator here: CLEAR Submitter CAGE: DIBBS User ID: DIBBS09

« PREV

SUBMIT





Location: Home » Awards » Post Award Requests » New PAR

[PAR Home - PAR Status - New PAR]

PAR Entry		Steps:	1 2 3
New PAR Input			
Contract #:*	CLIN:		
PAR Reason:*	Select	-	
Consideration Amount:	VR01 - Delivery Date Change VR02 - Duty Free Entry Request		
Add Attachment:	VR03 - Free Issues VR04 - Price Change and Mistakes-in-Bid VR05 - Request for Price Change in Accordance with Econompic Price VR06 - Variation in Quantity Change VR07 - Quantity Change	wse	
Type additional not	VR07 - Quantity Change VR08 - Vendor Requested Cancellation VR09 - Modification VR10 - Wage Determination VR11 - Other Vendor Request		<u> </u>
			*
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Submitter CAGE: DIBBS	User ID: DIBBS	09	
		« F	PREV SUBMIT





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PAR Number: 00000001455	Created Wednesday, June 15, On:			
Contract Number: SP800 M1358	_ CLIN:			
PAR Reason: VR01				
Consideration Amount:	_			
Submitter: 1X9V8				
Contract Administrator				
Name: SRM2ECC_SYS_				
Phone:				
Email:	- .			
	« PREV			



Submit a PAR Status Request







Submit a PAR Status Request



