



DLA
DEFENSE LOGISTICS AGENCY
Established 1961



The Nation's Combat Logistics Support Agency

DLA Internet Bid Board System (DIBBS)

Alan Searfoss & Scott Ball
April 23-24, 2024



WARFIGHTER ALWAYS

Distribution Statement A, Approved for public release. Distribution Unlimited



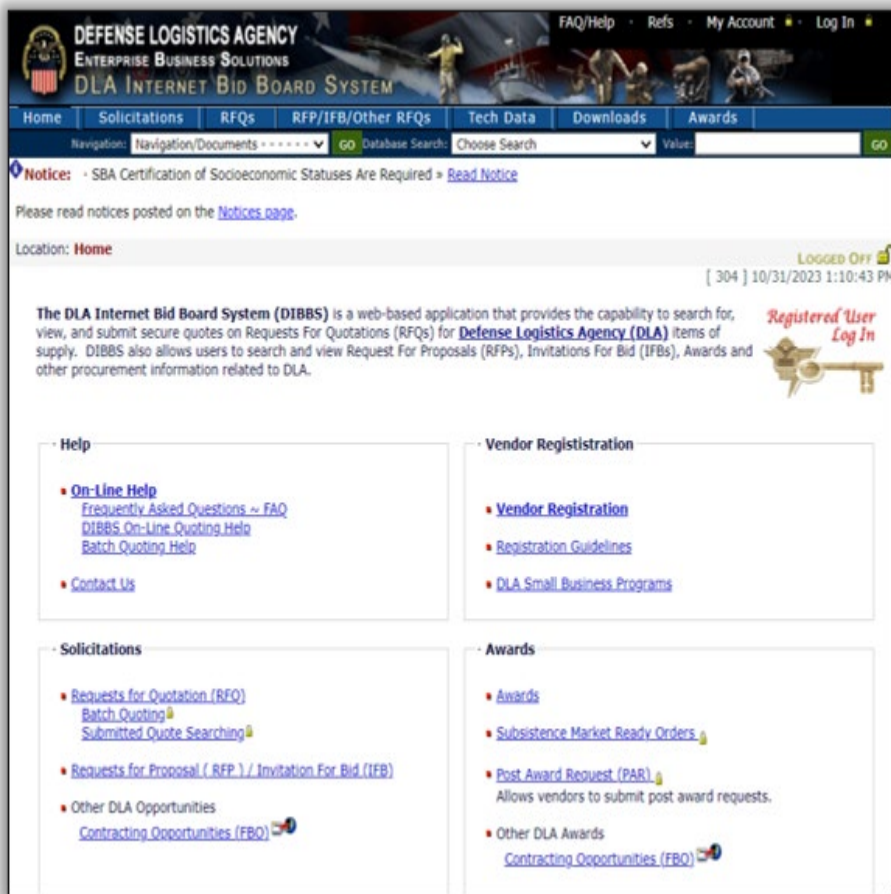
Agenda

- Introduction
- “The Link” Newsletter
- DIBBS
- DLA Master Documents
- One-Time Buy Solicitation Overview
- Automated Indefinite Delivery Contracts (AIDCs)
- Post Award Requests (PARs)
- Questions/Suggestions



DIBBS Introduction

DIBBS is a web-based application that provides vendor end-users the ability to search for, submit secure quotes on, and receive awards for DLA solicitations for products or services.



DIBBS Overview

Solicitation Types

- Requests for Quotations (RFQs)
- Request for Proposals (RFPs)
- Requests for Information (RFIs)
- Invitations for Bids (IFBs)

MSCs

- DLA Land & Maritime
- DLA Aviation
- DLA Troop Support
- DLA Energy

Vendor Types

All vendors with **CAGE/UEI**, with ability to select for Small Business or other **set asides**

DLA eProcurement Environment

DIBBS is one part of a larger DLA eProcurement System architecture

DIBBS User Metrics

15K

Vendor Entities

33K

Vendor User Accounts

200-300

Internal DLA Users



DIBBS RFQ & RFP Activity

RFQ Simplified Acquisitions account for the highest volume of activity in DIBBS.

DIBBS RFQ Metrics

476K

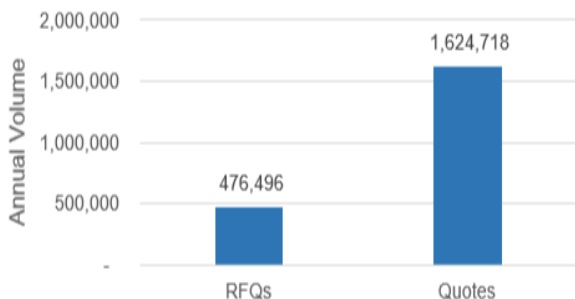
RFQs Posted
per Year



1.62M

Quotes Received
per Year

RFQs Posted & Quotes Received (FY23)



DIBBS RFP Metrics

5.06K

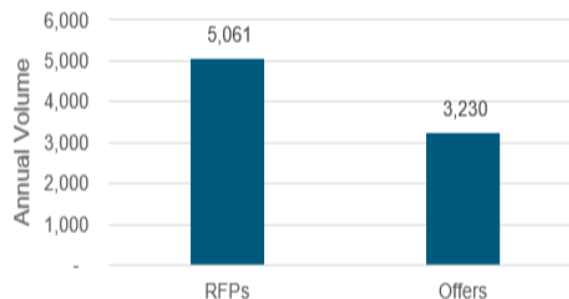
RFPs Posted
per Year



3.23K

Offers Received
per Year

RFPs Posted & Offers Received (FY23)



Key Takeaways

- DLA receives ~3.4x the number of quotes per RFQs posted in DIBBS
- RFQs account for 98.95% of solicitations posted to DIBBS (RFQs + RFPs)
- The quantity of offers received in DIBBS shown is lower than the quantity of RFPs posted because vendors may submit offers via another method (e.g., email)

Acquisition Thresholds

≤ \$250K Simplified Acquisitions

Most RFQs are valued at ≤\$250K

> \$250K Formal Acquisitions, or Large Purchases

Most RFPs are valued at >\$250K



DIBBS Awards in Dollar Amounts

DLA Awards posted to DIBBS were valued at over \$29B in FY23.*

DIBBS DO and OTB Award Volumes and Values (\$)

01 OCT 2022 through 30 SEP 2023



Delivery Orders (DO)

Awards for orders executed from Long Term Contracts

Total Delivery Orders

751K**

Total Value (\$)

\$19.4B

***87% of DOs were valued at \$10K or less (656K DOs).*



One Time Buys (OTB)

Awards without an existing contract

Total One Time Buys

316K***

Total Value (\$)

\$9.7B

****73% of OTBs were valued at \$10K or less (231.3K)*

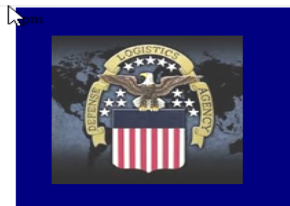
**This value is not representative of total Award dollars posted DIBBS due to the structure of the long-term contracts.*



“The Link” Newsletter

THELINK Newsletter

- Do you have ideas for an article in “The Link” quarterly newsletter?
- Let us know after this session or drop by our booth. You can also send an email to: dibbsbsm@dla.mil
- All editions of the newsletter can be viewed on the Enterprise Business Systems Supplier Information Resource Center website: <http://www.dla.mil/HQ/InformationOperations/Business/EBSSupplierResources.aspx>



THELINK

Connecting Suppliers with DLA



Issue 31
January 2024

2024 TKO Mark Your Calendars!

TKO SEMINARS ARE FREE!

Learn how to do
business with the
Government!



HELD VIRTUALLY

9:00 AM - 2:30 PM (EST)

January 9-10, 2024

March 12-13, 2024

May 7-8, 2024

June 11-12, 2024

July 9-10, 2024

September 10-11, 2024

November 5-6, 2024

Register at:
[Outreach Calendar \(dla.mil\)](http://www.dla.mil/OutreachCalendar)

Find other Training
Opportunities here:
[DLA SMALL BUSINESS TRAINING](http://www.dla.mil/SmallBusinessTraining)

[WWW.DLA.MIL](http://www.dla.mil)
[WWW.FACEBOOK.COM/DLA.MIL](https://www.facebook.com/dla.mil)
[WWW.TWITTER.COM/DLAMIL](https://www.twitter.com/dlamil)
[WWW.YOUTUBE.COM/USER/
DODLOGISTICSAGENCY](https://www.youtube.com/user/dodlogisticsagency)

NEW CONTRACTOR (MANUFACTURER, DEALER, AND DISTRIBUTOR) REQUIREMENTS FOR FSG 53 CRITICAL SAFETY ITEMS

As of November 2023, Defense Logistics Agency (DLA) solicitations for a distinct population of FSG 53 (fasteners) NIINs identified as Critical Safety Items (CSI) include two new technical requirements, both of which are outlined at:

https://www.dla.mil/Portals/104/Documents/InformationOperations/EBSSupplier%20Information/FSG53_DIBBS-Announcement_FINAL_02NOV2023.rtf?er=owpdxoTbQluySuo5l1r1gg%3d%3d

Suppliers who respond to solicitations for FSG 53 CSI NIINs are encouraged to review the new contractual requirements in advance of solicitations being posted.

Questions regarding this notice may be directed to chard.deiter@dla.mil.





DIBBS Home Page (upper part)

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

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 - - - - - GO

Notice: - KNOWN ISSUE: PHYSICAL ADDRESS VERIFICATION » [Read Notice](#)
 - SEE POTENTIAL FRAUD IN NOTICE LINK » [Read Notice](#)
 - THE LINK - CONNECTING SUPPLIERS WITH DLA - ISSUE 9 » [Read Notice](#)

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

Location: **Home**

DIBBS is a web-based application to:

- View and submit quotes on RFQs
- View RFPs
- View long-term contract opportunities
- View award information
- View provisions, clauses, and packaging specs
- View price history – on some solicitations
- Access technical data via cFolders
- Access acquisition forecasts using Supplier Requirement Visibility Application (SRVA) tool
- Access Supplier Performance Risk System (SPRS) via a web link

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.



<p>Help</p> <ul style="list-style-type: none"> • On-Line Help Frequently Asked Questions ~ FAQ DIBBS On-Line Quoting Help Batch Quoting Help • Contact Us 	<p>Vendor Registration</p> <ul style="list-style-type: none"> • Vendor Registration • Registration Guidelines • DLA Small Business Programs
<p>Solicitations</p> <ul style="list-style-type: none"> • Requests for Quotation (RFQ) Batch Quoting Submitted Quote Searching • Requests for Proposal (RFP) / Invitation For Bid (IFB) • Other DLA Opportunities Federal Business Opportunities (FedBizOpps) 	<p>Awards</p> <ul style="list-style-type: none"> • Awards • Subsistence Market Ready Orders • Post Award Request (PAR) Allows vendors to submit post award requests. • Other DLA Awards Federal Business Opportunities (FedBizOpps)
<p>References</p> <ul style="list-style-type: none"> • 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 Supplier Performance Risk System (SPRS) • DLA Requirements Forecast Supplier Requirements Visibility Application (SRVA) 	<p>Technical Data</p> <ul style="list-style-type: none"> • 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



DIBBS

- Passwords
- Registration
- Searching for Solicitations
- Quote/Proposal submission

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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For more information on any DIBBS functionality or questions in general, visit our booth.



DLA Master Documents

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

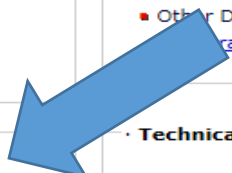
- [Awards](#)
- [Subsistence Market Ready Orders](#)
- [Post Award Request \(PAR\)](#)
 Allows vendors to submit post award requests.
- Other DLA Awards
[Federal Business Opportunities \(FedBizOpps\)](#)

• 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](#)
- [Regulation Extracts used for DIBBS quoting](#)

• 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 Master Documents



DEFENSE LOGISTICS AGENCY
THE NATION'S COMBAT LOGISTICS SUPPORT AGENCY



- HOME
- WHAT DLA OFFERS
- WORKING WITH DLA
- ORGANIZATIONS
- CUSTOMER SUPPORT
- CAREERS
- ABOUT DLA

HOME > ACQUISITION > POLICY AND DIRECTIVES

Procurement Policy and Directives

Master Solicitation for Simplified Acquisition

[Current DLA Master Solicitation for Automated Simplified Acquisitions Rev-94](#)
Updated December 1, 2023

For previous versions of the Automated Masters, see the [Archives page](#).

General Information/Instruction:

This solicitation, called the DLA Master Solicitation for Automated Simplified Acquisitions, is used with the request for quotations (RFQ), and the awards of purchase orders and basic contracts for automated EProcurement acquisitions valued up to the simplified acquisition threshold (SAT). The information/instruction found in this document expands upon information/instruction found within individual solicitations that reference this document.

The DLA Master Solicitation for Automated Simplified Acquisitions is referenced in all automated RFQs that are located on the [DLA Internet Bid Board System \(DIBBS\)](#). Each RFQ contains a web link to this master solicitation. Suppliers are required to read PARTs I and II of this master solicitation to understand the automated solicitation, evaluation and award process for the automated simplified acquisitions. Suppliers shall comply with the master solicitation in effect at time of award. The master solicitation will be updated to reflect changes in law, regulation and acquisition policies and procedures.

Updates to this master solicitation will be identified by a date and revision number. Changes from the preceding revision will be indicated by using strikethrough to mark deleted text and yellow highlighting to mark added text. Prior versions of the DLA Master Solicitation for Automated Simplified Acquisitions will be archived and available.

DLA Acquisition

Procurement Policy and Directives

Enterprise Industry

Archives

Strategic Materials

Contact Us

Director's Executive Secretary:
☎ [\(571\) 767-1645](tel:5717671645)

Deputy's Executive Secretary:
☎ [\(571\) 767-7537](tel:5717677537)



The DLA Internet Bid Board System (DIBBS) is an application providing the ability to search for, view, and submit procurements.



DLA Master Documents



DEFENSE LOGISTICS AGENCY
THE NATION'S COMBAT LOGISTICS SUPPORT AGENCY



- HOME
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DLA Directive (DLAD) Procurement Notes

DLAD Procurement Notes are added notes to solicitations and contracts if an item part number is changed, superseded or no longer available during the term of the contract.

Document Name	Format	Modified Date
DLAD Procurement Notes	PDF	December 11, 2023

[Archived Versions of the DLAD Procurement Notes](#)

DLA Directive (DLAD) Revision 5 with PGI and Appendices

Defense Logistics Acquisition Directive DLAD Revision 5 with PGI and Appendices *(Formerly 4105.1)*

Please click on the document name to open the DLAD Directive

Document Name	Format	Modified Date
Defense Logistics Acquisition Directive (DLAD) Revision 5 and Procedures, Guidance and Information (PGI)	PDF	11 December 2023
Defense Logistics Acquisition Directive (DLAD) Revision 5 and Procedures, Guidance and Information (PGI)	HTML	11 December 2023
Defense Logistics Acquisition Directive (DLAD) Revision 5 and Procedures, Guidance and Information (PGI)	PDF Smartphones	11 December 2023
Defense Logistics Acquisition (DLAD) Revision 5 and Procedures, Guidance and Information(PGI) with Editor's Comments	Word	11 December 2023
DPC Application Form Sec-890 Pilot Program	Word	N/A



DLA Master Solicitation

d. STATE | e. ZIP CODE

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

2024 JAN 02

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://pcf1x.bsm.dla.mil/cfolders>. DISCREPANCIES FOUND IN TECHNICAL DATA SHOULD SUBMIT REQUEST TO THE DLA CUSTOMER SERVICE WEBSITE: <https://www.pdm.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.mil

FOR IMMEDIATE ASSISTANCE PLEASE REFER TO THE FREQUENTLY ASKED QUESTIONS (FAQ) ON BSM DIBBS AT: <https://www.dibbs.bsm.dla.mil/Refs/help/DIBBSHelp.htm> OR PHONE 1-844-347-2457 (Press 5 then speak or enter D-L-A).

MASTER SOLICITATION

THIS SOLICITATION INCORPORATES THE TERMS AND CONDITIONS SET FORTH IN THE DLA MASTER SOLICITATION FOR AUTOMATED SIMPLIFIED ACQUISITIONS REVISION 94 (DECEMBER 1, 2023) WHICH CAN BE FOUND ON THE WEB AT: https://www.dla.mil/Portals/104/Documents/J7Acquisition/MasterSolicitation4ASAcqRev-94_December_1_2023.pdf

This solicitation incorporates technical/quality requirements ('R' or 'I' number in section B). The full text is in the DLA Technical and Quality Master List of Requirements at: <http://www.dla.mil/HQ/AcquisitionOffice/procurement.aspx> The revision of the TQ Master in effect on the award date controls.

You can find the link to the most current Master Solicitation on the automated SF18 and DD1155.

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/SERVICES	20. QUANTITY ORDERED/ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	THE AWARD CLAUSES ARE APPLICABLE AS INDICATED IN THE DLA MASTER SOLICITATION FOR AUTOMATED SIMPLIFIED ACQUISITIONS REVISION 94 (DECEMBER 1, 2023) WHICH CAN BE FOUND ON THE WEB AT https://www.dla.mil/Portals/104/Documents/J7Acquisition/MasterSolicitation4ASAcqRev-94_December_1_2023.pdf Award sent EDI, Do not duplicate shipment	6,580			



DLA Master Solicitation

DEFENSE LOGISTICS AGENCY (DLA) MASTER SOLICITATION FOR AUTOMATED SIMPLIFIED ACQUISITIONS REVISION 94 (December 1, 2023)

PART I - Instructions to Suppliers for the Submission of Quotations and Automated Evaluation

1. General Information/Instruction:

(a) This solicitation, called the DLA Master Solicitation for Automated Simplified Acquisitions, is used with the request for quotations (RFQ), and the awards of purchase orders and basic contracts for automated EProcurement acquisitions valued up to the simplified acquisition threshold (SAT). The information/instruction found in this document expands upon information/instruction found within individual solicitations that reference this document. The DLA Master Solicitation for Automated Simplified Acquisitions is referenced in all automated RFQs that are located on the DLA Internet Bid Board System (DIBBS). Each RFQ contains a web link to this master solicitation. Suppliers are required to read PARTs I, II, and III of this master solicitation to understand the automated solicitation, evaluation and award process for the automated simplified acquisitions. Suppliers shall comply with the master solicitation in effect at time of award. The master solicitation will be updated to reflect changes in law, regulation and acquisition policies and procedures. Updates to this master solicitation will be identified by a date and revision number. Changes from the preceding revision will be indicated by yellow highlighting. Deletions are shown using strikethrough. Additions are shown using bold font style and brackets. Prior versions of the DLA Master Solicitation for Automated Simplified Acquisitions will be archived and available.

(b) The master solicitation contains multiple parts. Part I instructs suppliers in the submission of quotations, use of the DIBBS and one-time buy automated award evaluation. Part II contains the Automated Indefinite Delivery Contract (AIDC) award evaluation information and specific clauses and procurement note. Part III Subpart A contains the mandatory provisions and clauses, Subpart B contains conditional provisions and clauses, and Subpart C contains procurement notes that apply to automated solicitations, purchase orders and basic contracts. Provisions, clauses, and procurement notes are incorporated by reference. They have the same force and effect as the full text. The full text of provisions, clauses, and procurement notes can be found via the applicable links provided in Part III.

Note: On or about October 5, 2017, mandatory provisions and clauses located in Part III Subpart A will appear in automated solicitations and awards. Refer to Part III Subpart B for the conditional provisions and clauses, and Part III Subpart C for the procurement notes. In the event of a conflict between mandatory provisions and clauses explicitly cited in automated solicitations and awards and those located in the Master Solicitation Part III Subpart A, the mandatory provisions and clauses in the automated solicitation or award will take precedence.

2. DLA Internet Bid Board System (DIBBS) Instructions for Automated Solicitations.

(a) AUTOMATED SOLICITATION NUMBERING: Automated solicitations are identified by "SPE" in the first three positions of the solicitation number and "T" or "U" in the ninth position of the solicitation number.

(b) SUBMITTING QUOTATIONS: Automated quotations must be submitted electronically on DIBBS at <https://www.dibbs.bsm.dla.mil/> for all automated RFQs posted on DIBBS. Quotations received by other electronic means, even though within the FAR definition of "electronic commerce" or "electronic and information technology", such as facsimile (fax) or electronic mail (email) will not be considered for award. Quotations transmitted in hard copy by U.S.



One-Time Buy Solicitation Overview

- Common solicitation types:
 - Request for quotations (RFQs)
 - Under \$250K, majority under \$10,000
 - Most are quoted through the DLA Internet Bid Board System (DIBBS)
 - Request for proposals (RFPs)
 - Over \$250K
 - Posted to DIBBS but cannot be quoted on DIBBS like RFQ
 - Upload proposal function
- Auto Solicitation:
 - Solicitations are posted to DIBBS incorporating the DLA Master Solicitation
 - Requirements are waived from synopsis due to posting solicitations and quoting electronically on DIBBS
 - Quotes must be submitted on DIBBS
 - The solicitation will remain posted on DIBBS for quoting until the PR is cancelled/awarded



Automated Indefinite Delivery Contract (AIDC)

- Automated, single material long-term contract for stocked items purchased multiple times per year
- Below the simplified acquisition threshold (\$250K)
- 1 year base with automated successor logic; no option year(s)
- Guaranteed contract minimum is a percentage of the annual forecasted quantity
- Delivery order minimum that is half of the estimated delivery order quantity; contractors will have an option to state if they will accept no minimum
- Solicitation requirements:
 - Open for 14 days
 - No phased delivery
 - No quantity ranges
- Evaluation:
 - Based on single price decision
 - Surplus offers not allowed
 - Alternate offers not allowed

Benefits for YOU

less quoting and more opportunities for long-term contracts!

Benefits for US

reduced administrative lead time and increased military customer support!



AIDC: Guaranteed Contract Minimum and Estimated Quantity

SECTION A

This solicitation may result in an Indefinite Delivery Contract (IDC) below the Simplified Acquisition Threshold for a one year period.

NSN: 2540014466831

FOR INFORMATION PURPOSES ONLY:

Note to offeror: Because this is a UNILATERAL IDC (Indefinite Delivery Contract), it is not binding on either party until a delivery order has been placed and the contractor acceptably performs. As a result, contract terms, including Contract Limitations and the Guaranteed Minimum, do not apply until the IDC becomes binding (after a delivery order is placed and the contractor acceptably performs). Reference Proc Note H06.

Guaranteed Contract Minimum Quantity: 18 EA applies once the contract is determined binding. See note above.

Contract Maximum Value: \$250000.00

****NOT A FIRM QUANTITY****

Estimated Annual Quantity: 122.000 EA This is an estimate only and may not be purchased by the IDC.

****NOT A FIRM QUANTITY****

Estimated Number of orders: 7 This is an estimate only. The actual number of orders may vary depending on the Government need.

Minimum Delivery Order Quantity: 8 EA

"Ship to" addresses will be identified on each individual delivery order. All deliveries will be within the continental United States.

By furnishing the supplies in the first delivery order, the contractor accepts the Government's offer and an IDC is formed. The contractor agrees to honor additional orders at the price quoted. Failure to make timely delivery on a follow-on order may therefore result in contractor liability to the Government under the terms of the Default Clause at FAR 52.249-8.

The following are considered exceptions to the solicitation requirements in addition to those listed in PART I of the Defense Logistics Agency (DLA) Master Solicitation for Automated Simplified Acquisitions and will make a quotation ineligible for an automated award: (a) Quoting a used, reconditioned, remanufactured item, or unused former Government surplus property. (b) Quoting less than the minimum of 90 days validity period.

CLIN	PR	PRLI	UI	QUANTITY	UNIT PRICE	TOTAL PRICE
0001	1000136102	0001	EA	122.000		

* This is an estimated quantity and may not be purchased by the IDC.



AIDC: Clauses

Clauses and a Procurement Note Added:

- 52.216-19 ORDER LIMITATIONS (OCT 1995)
- 52.216-22 INDEFINITE QUANTITY (OCT 1995)
- 52.216-18 ORDERING (AUG 2020)
- H06 Unilateral Simplified Indefinite-Delivery Contract (SIDC) (SEP 2021) (Formerly AIDC)



Post Award Request (PAR)

- 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 purchase order
- DIBBS PARs are the preferred method for submitting a request to the Post Award administrator; email requests to the administrators are discouraged



Post Award Request (PAR)

- 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



Post Award Request (PAR)

Vendor Request Reason Codes:

Reason	Text...
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
VR12	Payment Issues
VR13	Tooling Request
VR14	COVID-19
VR15	Request for Variance (from NIIN Technical Data)
VR16	First Article (Govt or Ctr) Inquiry
VR17	Production Lot Test Inquiry



Contract Number

Input 13 digit "Contract Number"

PAR Entry Steps: **1** **2** 3

New PAR Input

Contract Number*: CLIN:

- ✓ For contracts (long-term contract / LTC) input the 13-character format PIID. "D" in the 9th position of the Procurement Instrument Identification (PIID).
- ✓ For purchase orders (PO) input the 13-character format PIID. "P" or "V" in the 9th position of PIID.
- ✓ For delivery orders (DO) input the 13-character format PIID. "F" or "M" in the 9th position of PIID located in Block 2 of DD1155.

ORDER FOR SUPPLIES OR SERVICES		
1. CONTRACT/PURCH ORDER/AGREEMENT NO. SPE8EJ14D0002	2. DELIVERY ORDER/CALL NO. SPE8EJ16F0001	3. DATE OF ORDER/CALL (YYYYMMDD) 2016 APR 21




DIBBS

There is a link to the PAR screen in the “Hot Links” box and under “Awards”

Hot Links

- [Accounts](#)
 - [Change Password](#)
 - [User](#)
- [Offers](#)
 - [Search Offers](#)
- [Quotes](#)
- [SRVA](#)
- [Market Ready Orders](#)
- [Post Award Request \(PAR\)](#)

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


<p>• Help</p> <ul style="list-style-type: none"> ▪ On-Line Help Frequently Asked Questions ~ FAQ DIBBS On-Line Quoting Help Batch Quoting Help ▪ Contact Us 	<p>• Vendor Registration</p> <ul style="list-style-type: none"> ▪ Vendor Registration ▪ Registration Guidelines ▪ DLA Small Business Programs
<p>• Solicitations</p> <ul style="list-style-type: none"> ▪ Requests for Quotation (RFQ) Batch Quoting ⓘ Submitted Quote Searching ⓘ ▪ Requests for Proposal (RFP) / Invitation For Bid (IFB) ▪ Other DLA Opportunities Federal Business Opportunities (FedBizOpps) ⓘ 	<p>• Awards</p> <ul style="list-style-type: none"> ▪ Awards ▪ Subsistence Market Ready Orders ⓘ ▪ Post Award Request (PAR) ⓘ Allows vendors to submit post award requests. ▪ Other DLA Awards Federal Business Opportunities (FedBizOpps) ⓘ



Steps to Submit a New PAR

Click "New PAR"

DEFENSE LOGISTICS AGENCY
ENTERPRISE BUSINESS SOLUTIONS
DLA INTERNET BID BOARD SYSTEM

Home | Solicitations | RFQs | RFP/IFB/Other RFQs | Tech Data | Downloads | Awards

Navigation:

Notice: · The Link - Connecting Suppliers with DLA - Issue 8 » [Read Notice](#)
· Alleged Fraudulent Activity in SAM » [Read Notice](#)

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

Location: Home » Awards » **Post Award Requests**

[PAR Home - PAR Status - New PAR]

Post Award Request (PAR)

- [New PAR](#) - allows users the ability to make requests on contract and modifications for their CAGE code.
- [PAR Status](#) - allows users the ability to review the status of previously submitted PARs.



Submit a New PAR

Click "Next"

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

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

Navigation:

Notice: · [The Link - Connecting Suppliers with DLA - Issue 8](#) » [Read Notice](#)
· [Alleged Fraudulent Activity in SAM](#) » [Read Notice](#)

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

Location: [Home](#) » [Awards](#) » [Post Award Requests](#) » **New PAR**
[[PAR Home](#) - [PAR Status](#) - [New PAR](#)]

Step 1 - Copy PAR Steps: 1 2 3

Copy a previous PAR core data? No Yes



PAR Entry

“Contract Number” and “PAR Reason” fields are mandatory entries

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

[[PAR Home](#) - [PAR Status](#) - [New PAR](#)]

PAR Entry Steps: **1** **2** 3

New PAR Input

Contract Number:* CLIN:

PAR Reason:* --- Select ---

Consideration Amount:

Add Attachment:

[File Types](#)

Type additional notes to the Contract Administrator here:

Characters left: 4000

Submitter

CAGE: **DIBBS** User ID: **DIBBS13**



CLIN / Consideration

- “CLIN” – input 4-digit CLIN number if request is applicable to a specific CLIN. If the request is for multiple or all CLINs leave blank and specify in the notes.
- “Consideration” – only complete if offering to pay consideration to the government

Location: Home » Awards » Post Award Requests » **New PAR**
[PAR Home - PAR Status - New PAR]

PAR Entry Steps: **1** **2** 3

New PAR Input

Contract Number:* **CLIN:**

PAR Reason:* ----- Select -----

Consideration Amount:

Add Attachment:

[File Types](#)

Type additional notes to the Contract Administrator here:

Characters left: 4000

Submitter

CAGE: **DIBBS** User ID: **DIBBS13**



PAR Reason

Select a Reason Code

PAR Entry Steps: 1 2 3

New PAR Input

Contract Number:* **CLIN:**

PAR Reason:*

--- Select ---

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

VR12 - Payment Issue

Consideration Amount:

Add Attachment: ...

Type additional



Add Attachment

To upload and add attachments to the PAR click the Browse button. Attachments are optional.

Add Attachment:

Acceptable File Types	
.doc	Microsoft Word document / Word Perfect document
.docx	Microsoft Office Open XML Format Word document
.gif	GIF image file
.htm	Hypertext Markup Language File
.html	Hypertext Markup Language File
.jpe	JPEG Image File
.jpg	JPEG Image File
.pdf	Portable Document Format / Printer description file
.png	Portable Network Graphic file
.pps	Power Point slide show / Ping Plotter file
.ppt	Power Point presentation file
.pptx	Power Point Microsoft Office Open XML Format Presentation
.rtf	Rich text file
.rtx	Rich text file
.tif	TIFF file
.tiff	TIFF file
.txt	Text File
.xls	Microsoft Excel Spreadsheet
.xlsx	Microsoft Excel Open XML Document

Acceptable File Types



Submit PAR

Type notes to the Administrator describing the request. Review the PAR inputs and click “Submit” button.

PAR Entry Steps: **1** **2** 3

New PAR Input

Contract Number:* **CLIN:**

PAR Reason:* --- Select ---

Consideration Amount:

Add Attachment:

[File Types](#)

Type additional notes to the Contract Administrator here:

Characters left: 4000

Submitter

CAGE: **DIBBS** User ID: **DIBBS13**



PAR Created



PAR successfully created message and PAR Number assigned

The screenshot displays the 'DEFENSE LOGISTICS AGENCY ENTERPRISE BUSINESS SOLUTIONS DLA INTERNET BID BOARD SYSTEM' interface. The top navigation bar includes links for Home, Solicitations, RFQs, RFP/IFBs, Tech Data, Downloads, and Awards. A navigation dropdown is set to 'Navigation/Documents'. A search bar is present with the text 'Database Search: Choose Search'. A notice banner reads: 'Banner Test for Test Case: PR29011-FT05-TC06 using the intranet application'. Below the notice, the breadcrumb trail is 'Location: Home > Awards > Post Award Requests > New PAR'. A red arrow points to the 'New PAR' link in the breadcrumb. The main content area shows a green checkmark and the text 'Created PAR #: 000000001455.'. Below this is a 'PAR Submission Results' box containing the following information: PAR Number: 000000001455, Created On: Wednesday, June 15, Contract Number: SP800 M1358, CLIN: _____, PAR Reason: VR01, Consideration Amount: _____, Submitter: 1X9V8 ____, Contract Administrator Name: SRM2ECC_SYS_, Phone: _____, Email: _____.



Review Status of PAR

Click "PAR Status"

DEFENSE LOGISTICS AGENCY
ENTERPRISE BUSINESS SOLUTIONS
DLA INTERNET BID BOARD SYSTEM

Home | Solicitations | RFQs | RFP/IFB/Other RFQs | Tech Data | Downloads | Awards

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Location: Home » Awards » **Post Award Requests**

[PAR Home - PAR Status - New PAR]

Post Award Request (PAR)

- [New PAR](#) - allows users the ability to make requests on contract and modifications for their CAGE code.
- [PAR Status](#) - allows users the ability to review the status of previously submitted PARs.



PAR Status

Vendors can search for previously submitted PARs by entering Contract Number, PAR Number (6 digit), or Date Range when PAR was created. Click “Search”

DEFENSE LOGISTICS AGENCY
ENTERPRISE BUSINESS SOLUTIONS
DLA INTERNET BID BOARD SYSTEM

Home | Solicitations | RFQs | RFP/IFB/Other RFQs | Tech

Navigation: Navigation/Documents

Notice: · The Link - Connecting Suppliers with DLA - Issue 8 » [Read Notice](#)
· Alleged Fraudulent Activity in SAM » [Read Notice](#)

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

Location: Home » Awards » Post Award Requests » **Status**

[PAR Home - PAR Status - New PAR]

PAR Search

Contract Number:

PAR Number:

Date Range From: To:



PAR Status

Data for Selected PAR displays including PAR Status and Administrator

DEFENSE LOGISTICS AGENCY
ENTERPRISE BUSINESS SOLUTIONS
DLA INTERNET BID BOARD SYSTEM

Home | Solicitations | RFQs | RFP/IFDs | Tech Data | Downloads | Awards

Navigation: Navigation/Documents ----- GO Database Search: Choose Search Value: GO

Notice: Banner Test for Test Case: PR29011-FT05-TC06 using the intranet application

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

Location: Home » Awards » Post Award Requests » **Status**

[[PAR Home](#) - [PAR Status](#) - [New PAR](#)] SPE7L314M1079 [167] **LOGGED ON**

PAR Search

Contract Number:

PAR Number:

Date Range: From: To:

Requestor Data					Response Data			
Contract/Delivery Order	CLIN	Reason Code	Consideration Amount	Submitter ID	PAR #	CR Date	Status	Administrator
SPE7L314M1079P00001	0001	VR01 - Delivery Date Change		50888	665172	2014-10-29 13:25:18	In Process	Kevin Davis (T95) Kevin.K.Davis@dlia.mil (614) 692-4345 ext. X



Supplier Portal and DIBBS Future State

- **What is Supplier Portal?**

- It is a response to the inefficiencies caused by suppliers having to access separate applications and entry points for information.
- Supplier Portal will provide:
 - **Single point of entry.**
 - Improved process for **vendor onboarding**, by combining several platforms into a single-entry point alleviating the need to log into multiple systems.
 - Landing space accessible by our external suppliers to conduct business using **modernized quote/proposal and post award request submission tools**.
 - **Two-way communications** and access to **Artificial Intelligence (AI) and self-service features** for added efficiency and the convenience of self-help. AI to include chat bot capabilities and automated frequently asked questions (FAQs).
- Delivery and deployment milestones are on track for January 2027.

- **DIBBS Future State**

- Major component of the Supplier Portal.
- Years of feedback from multiple internal/external stakeholders gathered during research and development (R&D) effort to develop requirements.
- Development is anticipated to begin in October 2024; delivery and deployment TBD.
- Information for suppliers will be shared via DIBBS notices and email blasts.

- **DLA Acquisition Point of Contact:** Kelly Taylor, kelly.taylor@dla.mil



Questions/Suggestions?



