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
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.
• 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:

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
Banners are located at the top of the DIBBS home page and are short statements to highlight significant notices.
Notices are located at the bottom of the DIBBS home page and provide detailed information important to suppliers.
SRVA
Supplier Requirements Visibility Application

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.

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
- Regulation Extracts used for DIBBS quoting
- Virtual Library
- Vendor Performance
  - Fast 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 support is available by contacting the following:

- Aviation: dscr.srvaaviation@dlamil
- Land: dscc.srvaland@dlamil
- Maritime: dscc.srvamaritime@dlamil
- Energy: dlaenergy.plbpa@dlamil
- Clothing & Textile, Construction & Equipment, Industrial Hardware, Medical or Subsistence: dlatroopsupportsrva@dlamil
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.ppirssrngx.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
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.csdisa.mil/split.htm
  - https://www.ppirssrng.csdisa.mil/pki_info.htm
  - PPIRS-SR (NG) Homepage: https://www.ppirssrng.csdisa.mil/
  - DLA L&M related questions: LMPPIIRS@dla.mil
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

**DLA Land & Mrtm Composite Vendor Delivery Score (3 year history):**

<p>| | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Delinquencies (Open CLINs &gt;30 days past the CDD):</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DLA Open CLINS</td>
<td>829</td>
<td>DLA Delq CLINS</td>
<td>9</td>
<td>DLA Delq Rate</td>
<td>1.1%</td>
</tr>
<tr>
<td>L&amp;M Open CLINS</td>
<td>827</td>
<td>L&amp;M Delq CLINS</td>
<td>9</td>
<td>L&amp;M Delq Rate</td>
<td>1.1%</td>
</tr>
</tbody>
</table>

**DLA On Time Deliveries (CLINs delivered by the CDD/1 year history):**

<p>| | | | | | |</p>
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<tr>
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<tbody>
<tr>
<td>Avg Days Late</td>
<td>26.4</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>1 Yr Delvd Timely</td>
<td>98.9%</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Yr Delvd Within 30 Days</td>
<td>99.8%</td>
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</tbody>
</table>

**Awarded and Cancelled CLINs (1 year history):**

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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>DLA Awarded CLINS</td>
<td>38,971</td>
<td>DLA Terminated (Default)</td>
<td>0</td>
<td>DLA Term%</td>
<td>0.0%</td>
</tr>
<tr>
<td>DLA Cancelled (Contractor)</td>
<td>0</td>
<td>DLA Canc%</td>
<td>0.0%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>L&amp;M Awarded CLINS</td>
<td>38,962</td>
<td>L&amp;M Terminated (Default)</td>
<td>0</td>
<td>L&amp;M Term%</td>
<td>0.0%</td>
</tr>
<tr>
<td>L&amp;M Cancelled (Contractor)</td>
<td>0</td>
<td>L&amp;M Canc%</td>
<td>0.0%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Example of Poor Performance

DLA Land & Mrtn Composite Vendor Delivery Score (3 year history): 29

Delinquencies (Open CLINs >30 days past the CDD):
- DLA Open CLINS: 398
- DLA Delq CLINS: 145
- DLA Delq Rate: 36.4%
- L&M Open CLINS: 246
- L&M Delq CLINS: 83
- L&M Delq Rate: 33.7%

DLA On Time Deliveries (CLINs delivered by the CDD/1 year history):
- 1 Yr Delvd Timely: 35.3%
- Avg Days Late: 97.9
- 1 Yr Delvd Within 30 Days: 40.8%

Awarded and Cancelled CLINs (1 year history):
- DLA Awarded CLINS: 277
- DLA Terminated (Default): 0
- DLA Term%: 0.0%
- DLA Cancelled (Contractor): 0
- DLA Canc%: 0.0%

- L&M Awarded CLINS: 181
- L&M Terminated (Default): 0
- L&M Term%: 0.0%
- L&M Cancelled (Contractor): 0
- L&M Canc%: 0.0%
# DLA Master Solicitation

## 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**
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## 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**

## References

- **Global Search**
- **DLA Master Solicitation for Automated Simplified Acquisitions**
- **Regulation Extracts used for DIBBS quoting**
- **Virtual Library**
- **Vendor Performance**
  - Past Performance Information Retrieval System (PPIRS)
- **DLA Requirements Forecast**
  - Supplier Requirements Visibility Application (SRVA)

## 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.

## DLA Small Business Offices

- **DLA Aviation Small Business Office**
- **DLA Land and Maritime Small Business Office**
- **DLA Troop Support Small Business Office**

## DLA Services Small Business Offices

- **DLA Contracting Services Office**
- **DLA Distribution**
- **DLA Disposition Services**
DLA Master Solicitation
You can find the link to the most current Master Solicitation on the DD1155.
Searching on DIBBS

- Request for Quotes (RFQ)
- Request for Proposals (RFP), Invitation for Bid (IFB) and Other RFQs
- Awards
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
Searching on DIBBS

*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 (*)
Searching on DIBBS

*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
Searching on DIBBS

*RFP/IFB/Other RFQs*

• **Search By:**
  – Solicitation Number
  – NSN/Part Number
  – Nomenclature
  – Buyer Code

• **Filter By:**
  – Items with Technical Documents
Searching on DIBBS

*Awards*

- 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

- 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
Post Award Request (PARs)

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Post Award Request (PARs)

- 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
Post Award Request (PARs)

- 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 dibbsbsm@dla.mil after the conference

- Call the DLA Land and Maritime Business Counseling Center at (800) 262-3272
DLA Land and Maritime

Background Slides
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.
Post Award Requests (PARs) in DIBBS

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Post Award Requests (PARs) in DIBBS

Notice: · The "Downloads" tab has a list RFQ download files. They are listed most recent first. However the sort order of the downloads is not guaranteed. You can still download your files as you normally would.
· Packaging Reminder! When a PO cites packaging iaw ATSM D3951 read the PO closely. There are often Government specified packages.
· What is a Bid Without Exception when Quoting on DIBBS? » Read Notice
· Anticipated Quote Date or Reason for No Quote Notice - Please click the notice link for details. » 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

Notice:
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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

Copy a previous PAR core data? [ ] No [ ] Yes
Submit a New PAR

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

[ PAR Home - PAR Status - New PAR ]

PAR Entry

* Mandatory Entries

New PAR Input

Contract #:*  
PAR Reason:*  

Consideration Amount:  
Add Attachment:  

File Types

Type additional notes to the Contract Administrator here:

Submitter

CAGE: DIBBS  
User ID: DIBBS09

Steps: 1 2 3

Submit
Submit a New PAR

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

[ PAR Home - PAR Status - New PAR ]

PAR Entry

New PAR Input

Contract #:* | CLIN:
--- | ---

PAR Reason:*

--- Select ---

Consideration Amount:
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

Add Attachment:

Type additional note:

Submitter

CAGE: DIBBS

User ID: DIBBS09

[ CLEAR | SUBMIT ]
Submit a New PAR

Created PAR #: 000000001455.

PAR Submission Results

PAR Number: 000000001455
Contract Number: SP8001M1358
PAR Reason: VR01
Consideration Amount: 
Submitter: 1X9V8

Contract Administrator
Name: SRM2ECC_SYS
Phone: 
Email: 

Created Wednesday, June 15,
On: 
CLIN: 

Submit a PAR Status Request

[Image of PAR Status search interface]

Notice: The “Downloads” tab has a list of RFQ download files. They are listed in order by date and you can still download your files as you normally would.
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- What is a Bid Without Exception when Quoting on DIBBS? Read Notice
- Anticipated Quote Date or Reason for No Quote Notice - Please click the 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: [Field]
- PAR Number: [Field]
- Date Range: [From: ] [To: ]
Submit a PAR Status Request

---

**Notice:**  - Banner Test for Test Case: PR250111-FT05-TC06 using the intranet application

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

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

**PAR Search**

- **Contract Number:** SPE7L314M1079
  - **PAR Number:** 50888
  - **Date Range**

**CAGE:** 1X9V8

**Logged On:** [167]

---

**Requestor Data**

<table>
<thead>
<tr>
<th>Contract/Delivery Order</th>
<th>CLIN</th>
<th>Reason Code</th>
<th>Consideration Amount</th>
<th>Submitter ID</th>
<th>PAR #</th>
<th>CR Date</th>
<th>Status</th>
<th>Administrator</th>
</tr>
</thead>
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<td>In Process</td>
<td>Kevin Davis (T95)</td>
<td><a href="mailto:Kevin.K.Davis@dla.mil">Kevin.K.Davis@dla.mil</a></td>
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**Response Data**

- **CR Date:** 13:25:18
- **Status:** In Process
- **Administrator:** Kevin Davis (T95) [Kevin.K.Davis@dla.mil]
- **Telephone:** (614) 692-4345 ext. X