DLA DIBBS Website

This newsletter gives a number of tips for understanding the DLA DIBBS website along with various DIBBS bid types. For additional assistance on any of these topics, please contact your GACO/GCAC office.

**DLA-Internet Bid Board System (DIBBS) 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, bids or proposals for Defense Logistics Agency (DLA) items of supply. To register for DIBBS, and receive your User ID and Password, access [https://www.dibbs.bsm.dla.mil](https://www.dibbs.bsm.dla.mil). Click on Vendor Registration and follow the directions. You must be registered in SAM to register in DIBBS. You will also need a second User ID and Password to view technical data on this website. Go to [https://pcf1.bsm.dla.mil/cfolders](https://pcf1.bsm.dla.mil/cfolders). For first time use, the DLA Product Data Management Initiative SAP cFolders system (cFolders) User ID and Password is the same User ID and Password you use to access DIBBS. After your initial log-in to cFolders, you will be given a cFolders password. Your User ID for both DIBBS and cFolders will be the same, only the passwords will be different.

**How DLA Buys**

DLA is a large quality control agency and they have procedures in place that assure the quality of the items meet the needs of the military customer. The first way DLA purchases are by the approved CAGE Code and Part Number. This means engineers or technical personnel identified a part that is made by a certain company who has a CAGE code, and they have approved that part number. So when they want to buy that item, they are asking for that specific item. Often vendors will want to offer a substitute, that they are certain is just like the item shown on the solicitation. DLA considers this an alternate item. Only the CAGE and part number shown on the solicitation can be called the exact item.

Second, there are qualified products and manufacturers on a list, called a Qualified Products List (QPL) or Qualified Manufacturers List (QML). Technical staff has reviewed the characteristics of items, and the capabilities of manufacturers who provide the item. It may be the original manufacturer, or someone else. The QPL or QML list determines what qualified products will be purchased and what qualified manufacturers can supply them.

The third kind of item is source controlled via approved sources. In these cases, source control items are those that have been tested and approved by a testing lab.

Lastly, the greatest range of competition, especially for new or small businesses is in the case of fully competitive items. DLA reserves the right to test, but doesn’t necessarily test before the purchase. As part of the DIBBS bidding process, DLA administers a set of drawings, or a technical data package, and the business determines whether or not they can make the item in conformance with those drawings. Businesses submit their offer based on what they feel it would take, in terms of time, cost, and profit, to provide that item.

At least 85% of DLA DIBBS solicitations are automated. These procurements are system generated, web based, evaluated and awarded by a computer. They are virtually untouched by human hands. Automated procurements are identified by having a T or U in the 9th position of the solicitation number, an example is SPE90014T0000. Automated procurements may be awarded prior to the solicitation close date.

**Master Solicitation**

The Master Solicitation is a freestanding document that contains all the clauses and related regulations that apply to all automated solicitations. The master solicitation contains all the terms and conditions that are incorporated into a solicitation by reference. For a copy of the master solicitation, click on master solicitation documents under the references section of the DIBBS website [https://www.dibbs.bsm.dla.mil](https://www.dibbs.bsm.dla.mil) and then the latest revision.
DLA Requirements Forecast

The Supplier Requirements Visibility Application (SRVA) tool located under the references section on the DIBBS home page informs vendors of DLA’s anticipated future demands for a given item. Accessed with your DIBBS username and password this tool provides 24 months of projected purchase order quantities. With this information vendors will have a better ability to plan production runs, offer quantity discounts, or buy larger quantities of stock anticipating DLA’s future demands.

Solicitation Search Tip-AMSC Code

The National Stock Number (NSN) has an identifier that is very critical. It is called the AMC and AMSC code. AMSC stands for Acquisition Method Suffix Code, and it is listed next to the nomenclature on a Federal Supply Class (FSC) search. The AMSC “G” indicates that DLA has drawings for this item.

Bid Types-Bid Without Exception

When submitting a quote on DIBBS you must indicate if you are bidding with or without exception. Bid without exception is used to indicate a quote is in exact compliance with the solicitation requirements. The following conditions ARE NOT considered exceptions:

1. Quoting a different delivery than the required delivery.
2. Quoting origin inspection on solicitations requiring destination inspection.
3. Quoting a superseding or previously approved part or correction to a CAGE/part number cited in the acquisition item description (AID) on an item described by manufacturers CAGE and part number.
4. Quoting a used, reconditioned, remanufactured, new/unused government surplus, foreign or hazardous end item.

Bid Types-Bid With Exception

Bid with exception is used to indicate a quote is not in exact compliance with the solicitation requirements. Quoting an exception will preclude you from receiving an automated award; unless yours is the only quote received.

The following ARE considered exceptions to the solicitation:

1. Taking exception to the item description.
2. Exceptions to packaging requirements.
3. Exceptions to FOB point.
4. Quoting destination inspection on a solicitation requiring origin inspection.
5. Exceptions to required quantity.
6. Quoting a quantity variance outside the range specified on automated solicitations.

Bid Type-Alternate Bid

If you wish to supply an item other than the approved part, you will have to submit your bid as an alternate offer. For automated solicitations ("T" or "U" in 9th position of solicitation number), offers of alternate products will not be evaluated for the current procurement, only for future procurements. Vendors may submit a request to the Supply Center for evaluation for future procurements of the same item. If vendors wish to have their alternate item evaluated for future requirements, they would need to submit a technical data package to the supply center.

Bid Type-No Bid

The last bid type is No Bid. Most vendors do not submit No Bids; however, it is beneficial to do so if the part number listed in the solicitation is obsolete. Vendors can add a quote remark to inform the supply center of a possible obsolete item.

Also note that submitting a "No Bid" is the only way to delete a previously submitted bid.

Post Award Request (PAR)

Located on the DIBBS homepage under Awards, registered DIBBS users now have the ability to make modification requests via DIBBS. Vendors should use PAR’S to send post-award requests for action/information to award administrators, replacing formerly used methods such as phone calls, emails, letters, faxes etc.

Upcoming GACO Sponsored Events

05/15/14 – Responding to a Federal Government Solicitation, Regional Learning Alliance, Cranberry Township, PA
10/22/14 – GACO/GCAC’s 27th Annual Procurement Opportunities Fair, DoubleTree by Hilton, Washington, PA