DLA Internet Bid Board System (DIBBS)

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8(a) Program Manager
Small Business Programs
DLA Aviation
• DIBBS is a web-based application.

• Enables the supplier community to search for, view, and submit secure quotes on Request for Quotations (RFQs) for DLA items of supply.

• Users can also search for, view, and upload proposals for Requests for Proposal (RFPs) and Invitations for Bid (IFB).

• Users can view awards and other procurement information.

• Users can submit Post Award Requests (PARs).
Before You Begin

System for Award Management (SAM)

Vendors **must** be registered in SAM to acquire a DIBBS account. DIBBS completes certain registration information by accessing SAM data.

First complete a D-U-N-S registration at [http://fedgov.dnb.com/webform](http://fedgov.dnb.com/webform)

For SAM registration go to the following website: [https://www.sam.gov](https://www.sam.gov)
Registration in **both** and SAM and DIBBS is required to receive a login account and a password.

Detailed system requirements and instructions for registration can be found on the DIBBS Help Page at: [https://www.dibbs.bsm.dla.mil/](https://www.dibbs.bsm.dla.mil/)

Registration allows the supplier to
- conduct transactions over the restricted portions of DIBBS (e.g. submitting electronic quotes on RFQs)
- register email addresses for solicitation and award notifications
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

- 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)

- Vendor Registration
  - Vendor Registration
  - Registration Guidelines
  - DLA Small Business Programs

- Awards
  - Awards
  - Subsistence Market Ready Orders
  - Post Award Request (PAR)
  - 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
  - Virtual Library
  - Vendor Performance
    - Supplier Performance Risk System (SPRS)
  - 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
**DIBBS Home Page (cont’d)**

**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 Energy Small Business Office
- **DLA Services Small Business Offices**
  - DLA Contracting Services Office
  - DLA Distribution
  - DLA Disposition Services
  - DLA Document Services
  - DLA Strategic Materials

**Notices**
- **Enterprise Business Systems Supplier Information Resource Center (SIRC)**

**DIBBS Notices**
- Click the notice title to read notice.

<table>
<thead>
<tr>
<th>Topic Title</th>
<th>Posted</th>
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</thead>
<tbody>
<tr>
<td>No longer Utilizing U Solicitations</td>
<td>08-08-2019</td>
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<tr>
<td>THE LINK - CONNECTING SUPPLIERS WITH DLA - ISSUE 13</td>
<td>07-01-2019</td>
</tr>
<tr>
<td>Fiscal Year 2019 Requirements</td>
<td>06-17-2019</td>
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<tr>
<td>Notice to Small Business Vendors in Regards to DLA Contract Payments</td>
<td>05-01-2019</td>
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<td>REQUIREMENT FOR USE OF POST AWARD REQUESTS PARA</td>
<td>04-03-2019</td>
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<tr>
<td>The Link - Connecting Suppliers with DLA - Issue 12</td>
<td>04-02-2019</td>
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<tr>
<td>Enhanced Joint Certification Program Procedures</td>
<td>02-07-2019</td>
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<td>The Link - Connecting Suppliers with DLA - Issue 11</td>
<td>12-31-2018</td>
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<td>DISA 2019 Maintenance Window Schedule</td>
<td>12-27-2018</td>
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<td>DLA Land and Maritime Surplus Material Updates</td>
<td>12-18-2018</td>
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<td>Scam Warning</td>
<td>12-12-2018</td>
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<td>DLA Land and Maritime Small Business Jump Start Program Solicitation Notice Updated 14 November 2018</td>
<td>11-15-2018</td>
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<td>Medical Supplies for Overseas Shipment</td>
<td>09-17-2018</td>
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<td>DIBBS Post Award Requests - PARS - A Tool For Improving Communication</td>
<td>11-10-2015</td>
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<td>Attachments to Awards and Modifications</td>
<td>07-21-2014</td>
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<tr>
<td>DIBBS Document Retention Policy</td>
<td>04-24-2012</td>
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</table>
Solicitation Searches

Request for Quote (Under $250K)

Request for Proposal (Over $250K)

https://www.dibbs.bsm.dla.mil/RFP

https://www.dibbs.bsm.dla.mil/RFQ
Federal Supply Class (FSC): The first four digits of an NSN identifying the group and class of an item (e.g., 5905).

National Stock Number (NSN): A 13-digit number consisting of the FSC for the item followed by a nine digit identification number. This number is used to label and categorize each item that is stocked.

Solicitation Number: a 13-position alpha/numeric document identification number used to communicate government requirements to prospective suppliers.

Purchase Request Number: a 10-position numeric document identification number, which describes the required supplies so that procurement can be initiated.
Nomenclature: The basic noun designation by which an item is commonly known (e.g., filter element, fluid).

Approved Part Number (P/N): This search is for approved part numbers on NSN buys described by manufacturer’s CAGE and part number.

Approved CAGE: This search is for approved CAGEs on NSN buys described by the manufacturer’s CAGE and part number.
DIBBS Search Updates

- DIBBS Search: Three new ICONs have been added to the Show Only and Text Filter sections on the RFQ Search page. They are Woman Owned, EDWOSB and Unrestricted.

- DIBBS Quote Form: The Woman-Owned Small Business box located in the Small Business and Other Business Type Representations section has been updated to allow the selection of Woman Owned Small Business OR Economically Disadvantaged Woman Owned Small Business.
### Solicitation Listing

<table>
<thead>
<tr>
<th>NSN</th>
<th>Item Name</th>
<th>RFQ Number</th>
<th>Qty</th>
<th>Closing Date</th>
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<tbody>
<tr>
<td>1560-00-010-3071</td>
<td>LOCK, SPEED CONTROL</td>
<td>None</td>
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<tr>
<td>1560-00-015-2105</td>
<td>PLATE, STRUCTURAL, AI</td>
<td>SPE4A5-14-T-EG31</td>
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<td>1560-00-021-5742</td>
<td>Q-FOIL</td>
<td>SPE4A7-14-T-L603</td>
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<tr>
<td>1560-00-022-7749</td>
<td>WINDOW PANEL, AIRCRA</td>
<td>SPE4A7-14-T-P605</td>
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<tr>
<td>1560-00-023-9023</td>
<td>LATCH, NACELLE</td>
<td>SPE4A7-14-T-P252</td>
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<tr>
<td>1560-00-023-9310</td>
<td>LATCH, NACELLE</td>
<td>SPE4A7-14-T-M461</td>
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<tr>
<td>1560-00-023-9316</td>
<td>PAD, RAMP BUMPER</td>
<td>SPE4A7-14-T-G128</td>
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</tr>
</tbody>
</table>

- **Small Business Set Aside**
- **SDVOSB Set Aside**
- **Tech Documents**
- **HUBZone Set Aside**

Clicking on the NSN will give a quick snapshot if the item is competitive or part numbered.
Automated Solicitation

- System automatically solicits and posts requirements to the DLA Internet Bid Board (DIBBS).

- Automated solicitations are also known as T-Quotes because of the “T” in the 9th position of the solicitation number e.g. SPE4A1-19-T-2160.

- Uses the DLA Master Solicitation for Automated Simplified Acquisitions to establish the terms and conditions of the solicitation.

- (SF 18), Request for Quotation (RFQ), is created for the automated solicitation.

- A T-Quote may be a candidate for an automated award.
Manual Solicitation

• Manual Solicitations are solicited by the Acquisition Specialist. Routinely issued for dollar values under the Simplified Acquisition Threshold of $250,000 or less.

• Manual Solicitations will have a letter “Q” in the 9th position of the solicitation number e.g. SPE4A1-19-Q-2019.

• The Acquisition Specialist must manually select clauses/provisions to establish the terms and conditions of the solicitation.

• Acquisition Specialist manually posts to DIBBS.
Request for Proposal (RFP)

• Request for Proposal (RFP) is issued for acquisitions over the Simplified Acquisition Threshold of $250,000 and are solicited by the Acquisition Specialist.

• RFP will have a letter “R” in the 9th position of the solicitation number e.g. SPE4A1-19-R-2019.

• The Acquisition Specialist must manually select clauses/provisions to establish the terms and conditions of the solicitation.

• Acquisition Specialist manually posts to DIBBS.
<table>
<thead>
<tr>
<th>#</th>
<th>NSN/Part Number</th>
<th>Nomenclature</th>
<th>Technical Documents</th>
<th>Solicitation</th>
<th>RFQ/Quote Status</th>
<th>Purchase Request</th>
<th>Issued</th>
<th>Return By</th>
</tr>
</thead>
</table>

NSN Hyperlink

Unrestricted

AMSC Code

Solicitation i/a/w approved sources and part numbers
<table>
<thead>
<tr>
<th>NSN: 1560-00-028-7961</th>
<th>Nomenclature: FORMER,AIRCRAFT</th>
<th>AMSC: G</th>
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<tbody>
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<td>Specification, Drawing and Standard Data</td>
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<tr>
<td>I/A/W DRW: 81205 5-48530 (BASIC)</td>
<td>DTD: 09-18-2006</td>
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<td>Amend No.: DTD: 08-24-2018</td>
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</tbody>
</table>

**Solicitation Information**

- **Solicitation #**: SPE4A619T31V9
- **Technical Documents**: Tech Docs
- **PR #**: 0079515300
- **QTY**: 5
- **Issue**: 07-10-2019
- **Return By**: 08-12-2019

**Links**

- NSN Hyperlink
- Small Business Set-Aside
- AMSC Code
- Solicitation i/a/w Drawings
You can use your search results from DIBBS to access the cFolders system where drawings are provided.

Click on Tech Docs icon to take you to the cFolders login page.
Log-in for cFolders

- The first time you access cFolders you will use your DIBBS User ID and password to log in.

- When you enter your DIBBS (BSM) User ID and password, you will receive a "change password" prompt.

- NOTE: DIBBS and cFolders are separate systems. You will normally have a different password for each. In future, you will use the same User ID and your new cFolders password to access your cFolder account.

- Your DIBBS User ID and password will not change when you change your cFolders password.
WARFIGHTER FIRST
FOR OFFICIAL USE ONLY

Viewing the Solicitation

<table>
<thead>
<tr>
<th>#</th>
<th>NSN/Part Number</th>
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<th>Technical Documents</th>
<th>Solicitation</th>
<th>Status</th>
<th>Purchase Request</th>
<th>Issued</th>
<th>Return By</th>
</tr>
</thead>
<tbody>
<tr>
<td>1073</td>
<td>1560-00-001-3715</td>
<td>SKIN, AIRCRAFT</td>
<td>Tech Docs</td>
<td>SPE4A7-19-T-405E</td>
<td>Open</td>
<td>Q07e</td>
<td>06-20-2019</td>
<td>07-22-2019</td>
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<tr>
<td>4429</td>
<td>1560-00-004-3817</td>
<td>RETAINER, PLATE</td>
<td>None</td>
<td>SPE4A7-19-T-5827</td>
<td>Open</td>
<td>Q07e</td>
<td>12-27-2018</td>
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</tbody>
</table>

REQUEST FOR QUOTATIONS

1. REQUEST NO. SPE4A7-19-T-405E
2. DATE ISSUED 2019 JUN 20
3. REQUISITION/PURCHASE REQUEST NO. 0080265745
4. CERT. FOR NAT. DEF. UNDER BDSA REG. 2 AND/OR DMS REG. 1
5. ISSUED BY DLA AVIATION
   ASC SUPPLIER OPER AE AND AF DIV
   8000 JEFFERSON DAVIS HWY
   RICHMOND VA 23297
   USA
   Name: Mary Repole Buyer Code:GPD4510 Tel: 804-279-5413
   Email: Mary.Repole@cla.mil
6. DELIVER BY (Date) 122 DAYS ADO
7. DELIVERY
   ☐ FOB DESTINATION
   ☑ OTHER (See Schedule)
8. TO:
9. DESTINATION
   a. NAME OF CONSIGNEE See Schedule
   b. STREET ADDRESS
   c. CITY
   d. STATE e. ZIP CODE
10. PLEASE FURNISH QUOTATIONS TO THE ISSUING OFFICE IN BLOCK 5 ON OR BEFORE CLOSE OF BUSINESS (Date) 2019 JUL 22

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)
Submitting Web Form Quotes

- Users must be registered and logged into DIBBS in order to submit quotes. User registration in SAM must be up to date.

- After locating a solicitation using the RFQ search tool, click on the “Quote” button. Users not logged on at this point will be prompted to do so then.

- After completing the quote form and reviewing the synopsis for accuracy, click “Submit”.

- Users will receive a message indicating that the submission was “successful” or “unsuccessful”.

- Submitted quotes may be viewed until the contract is awarded/cancelled. Revisions to quotes submitted on behalf of a CAGE will overlay previously submitted quotes for the same requirement.
A Post Award Request (PAR) is an electronic request for post-award action or information on an award that can be created and submitted by suppliers via DIBBS.

PARs allow suppliers to communicate their requests for post-award action or information directly to the Post Award Administrator.

PARs provide tracking visibility into post-award actions and status.

Previous methods of processing and tracking post-award actions (email, phone, fax, etc.) should be managed by PARs to provide transparent tracking.
Post Award Requests (cont’d)

- 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
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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
Enter DIBBS user ID & Password

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:
- Users are logged out of the restricted area after 15 minutes of inactivity.
- Failed login attempts are retained for 1 hour.
- Passwords are valid for 60 days.
- Inactive accounts will be locked if not used in 35 days.

Not Registered? Click Here to Register
- Forgot your Password? Go Here
- Forgot your User ID? Go Here
Post Award Requests (cont’d)

Notice:
- The “Downloads” tab has a list of RFQ download files. They are listed most recent first. However, you can still download your files as you normally would.
- Packaging Reminder! When a PO cites packaging law ATSM D3951, read the PO closely. There are often Government D3951. If any doubt, contact your contract administrator.
- 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

- 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.
DIBBS FAQ/Help Websites

DIBBS FAQ/Help Website:
https://www.dibbs.bsm.dla.mil/refs/help/dibbshelp.htm

cFolder & cFolder Customer Support:
https://pcflx.bsm.dla.mil/cfolders
https://www.pdmd.dla.mil/cs/

Training Knowledge & Opportunities
Seminars (TKOs):
https://tko.dla.mil/
QUESTIONS?