THE LINK

Connecting Suppliers with DLA

Upcoming Events:

Mark your calendars!
The Training, Knowledge, and Opportunities **FREE** Seminar has the following dates currently scheduled for CY 2017:

- March 21-22, 2017
- May 16-17, 2017
- June 20-21, 2017 PTAC
- September 12-13, 2017
- November 7-8, 2017
  Registration coming soon!

https://landandmaritimeapps.dla.mil/news/events/tko/

DFAS COLUMBUS OPEN HOUSE

DFAS Columbus is holding a Contractor Open House January 24-26, 2017. For more information, go to http://www.dfas.mil/contractorsvendors/upcomingevents/openhouse.html

www.dla.mil

www.facebook.com/dla.mil

www.twitter.com/dlamil

www.youtube.com/user/dodlogisticsagency

IMPORTANT MESSAGE TO DLA SUPPLIERS USING EDI TO SUBMIT FAST PAY INVOICES

Effective the weekend of January 7, 2017, the Wide Area Workflow (WAWF) system will be updated to change the way Fast Pay invoices are processed. WAWF version 5.9 invokes a requirement to submit a receiving report with the Fast Pay invoice. This is a change to prior functionality, which did not require a receiving report at time of invoice submittal. Going forward, suppliers who submit EDI 810 (Invoice) transactions to WAWF will need to first submit an EDI 856 (receiving report) transaction or optionally submit an EDI 857 (combo invoice and receiving report) transaction. Suppliers who choose to submit the combo transaction should also be prepared to submit EDI 810 and 856 transactions in the event either the invoice or receiving report fails and requires resubmission.

More information concerning the WAWF change is located at https://wawf.eb.mil/. Click on the Help/Training box at the upper right hand corner of the screen. EDI or FTP User Guides are located in Help – System Information. EDI User Guides useful for this implementation are Appendix A (810) Invoice, Appendix N (856) Receiving Report, and Appendix Q (857) Receiving Report Combo. Other useful information is available from this site including Web Based Training.

If a supplier needs assistance with EDI transaction implementation, they are directed to contact the WAWF Helpdesk in Ogden, Utah at (866) 618-5988. Select option 1 (iRAPT Assistance), then option 2 (Vendor User), then option 3 (Technical Support). The supplier should have their CAGE code and WAWF (iRAPT) user ID available for the Helpdesk. The supplier should request the helpdesk open a ticket for EDI testing with the Joint Interoperability Test Command (JITC). A JITC point of contact will be assigned to assist with testing and will contact the supplier. Note: It is recommended the supplier contact the WAWF Helpdesk via phone versus email to receive faster assistance.

Vendor Shipment Module

The Vendor Shipment Module (VSM) is a web based transportation system designed to provide suppliers with the most up-to-date address and routing for their Defense Logistics Agency (DLA) issued contracts. When a contract is free on board (FOB) destination, a military shipping label (MSL) will be provided and transportation arrangements will need to be scheduled and paid for by the vendor. If the contract is FOB origin, the government will be responsible for the transportation. In addition to the MSL on an origin contract, the supplier will also receive either their small parcel carrier label or the bill of lading (based on weight, dimensions, girth, etc.). The supplier will also receive a commercial invoice to move the shipment through customs when necessary.

Suppliers do not require anything fancy to utilize VSM, just a personal computer, laser or thermal printer, and Internet Explorer. VSM can support multiple ship from locations and provides system security through the DLA firewall by providing secure login and passwords. Some of the benefits to using the system are: no costs to suppliers who utilize the system, in-transit visibility on FOB origin shipments, helping to reduce the amount of returned shipments (as VSM includes the most up-to-date addressing logic), and VSM sends advanced notices to the aerial ports, consolidation and containerization points (CCPs), which reduces the amount of frustrated freight.

Overall, this reduces the customer wait time for the warfighters.

At this time, VSM is only mandatory on First Destination Transportation (FDT) contracts, however, it is highly encouraged you utilize the system. If you are not signed up for VSM, you can go to https://vsm.distribution.dla.mil to access VSM. You can then click on the "New Vendor Application" button on the left hand side. This will bring up the application screen, which should take no more than 5 minutes to complete. The application will be reviewed and approval will be sent within 48 hours. Once you have received your user ID and password, you will join thousands of suppliers currently saving time and labor by using this system to create MSLs for all their DLA purchase orders. We also offer training and support for this website, so please give our office a call if you have any questions.

VSM agents are in the office from 6am-5pm Eastern time and can be reached at (800) 456-5507 or delivery@dla.mil. In May of 2015, DCMA came on board with VSM to process the DLA issued, DCMA administered contracts. If your contract is administered by DCMA, you will contact the St Louis office for assistance in VSM. They are in the office from 6am-4:30pm Central time and can be reached at (314) 331-5573 or vsm.shipments@dcma.mil.

Did You Know?

Windows 10 does not come with Adobe Acrobat. You will need to download in order to view DIBBS pdf files.

The Procurement Technical Assistance Program (PTAP)

The Procurement Technical Assistance Program was established to expand the number of businesses capable of participating in government contracts. The program is administered by DLA's Office of Small Business in cooperation with states, local governments and nonprofit organizations. Under the program, Procurement Technical Assistance Centers (PTACs) help businesses pursue and perform under contracts with the Department of Defense, other federal agencies, state and local governments and with government prime contractors. Most of the assistance the PTACs provide is free. PTAC support to businesses includes registration in systems such as the System for Award Management (SAM), identification of contract opportunities, help in understanding requirements and in preparing and submitting bids. To learn more about PTAP, visit http://www.dla.mil/HQ/SmallBusiness/PTAP.aspx.

Top 10 Reasons Supplier Payments are Delayed

#10   Not packaged to the quantity unit pack (QUP) specified in the contract

#9   Electrostatic sensitive material shipped in non-conforming packaging

Non-conforming packaging example

#8   Non-conformance to wood packing material requirements (ISPM 15)

#7   Materials received not package to the requirements specified in the contract (method of preservation)

#6   Shipping documents missing, incomplete or illegible

#5   Missing bare item markings (MIL-STD-130)

#4   Shipping material before the DCMA quality assurance representative signs acceptance (inspection and acceptance at origin/source)

#3   Shelf life marking omitted or incorrect

#2   MIL-STD-129R labels omitted or missing required elements

#1   No invoice submitted in WAWF

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2910-00-456-7416
CAGE 57685
PN 341
4 EA
DAA625-03-C-1056
M41-4/02
 MFD DATE 4/01
 EXP DATE 4/16
WT 14                ID DATA
                     INCLUDES UII(s)
SER NO  1151
        1153
        1155
        1157
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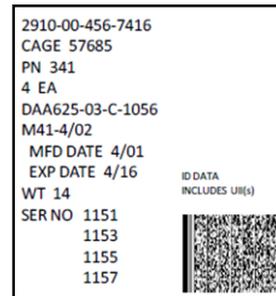
Other Tips & Suggestions:

♦ Contact your contract administrator
♦ Maintain up-to-date point of contact information in the Central Contractor Registry (CCR)
♦ Retain and make available proof of delivery (carrier tracking) information
♦ Recommend placing shipment commercial tracking numbers in Wide Area Work Flow (WAWF) receiving report

Helpful Websites:

https://assist.dla.mil/ — copies of military standards
https://wawftraining.eb.mil/ — online training for WAWF
http://www.acq.osd.mil/log/sci/rfid_FAQs.html — information on DoD's radio frequency identification markings

DCMA Contact Information

Suppliers with DCMA administered awards can find phone number and email contact information for their DCMA POCs by visiting the DCMA website at www.dcma.mil. Select the "Customer" tab followed by the "Contract Management Team (CMT)" link. Enter your CAGE code or contract number and select "Search". The CMT information includes phone numbers and email addresses for your ACO (administration contracting officer) and your QAR (quality assurance representative – if origin inspection, the QAR performs inspection of supplies).

Post Award Requests (PARs) Reminders

At DLA Land and Maritime Post Award, customer service to our internal and external customers is our goal. The Post Award Request (PAR) system provides us the tool used to track and have oversight of these requests. One of the most common causes of delays we have identified is not sending the request through DIBBS or to the group email address listed in Block 6 of the award. There are multiple ways to submit a request. Here is some more info on how to submit a request:

Quickest service option: Please submit a PAR via the internet at https://www.dibbs.bsm.dla.mil.

Group email address: Submit your request via email at the group email address located in Block 6 of the contract or purchase order in question (the person listed in Block 6 is not necessarily the person who will be working the issue or they may be out of the office).

For MARITIME orders (SPE7M): All Land and Maritime orders have the same number, (614) 692-9745. This provides a single point to contact by phone; however, this phone number is available for voicemail only. Voicemails are being checked throughout the day and a post award request will be assigned for your concern, if necessary. To better serve you, please provide detailed information including your name, contact information, the purchase order or contract number, the National Stock Number and a brief description of the issue.

For LAND orders (SPE7L): Please use the information in Block 6 for the group email address and phone.

Are you experiencing DIBBS Certificate Issues?

We have a solution! Please contact the DIBBS Helpdesk at dibbsbsm@dla.mil to receive detailed instructions and downloadable DIBBS root certificate files to resolve your issues.