



SAMPLE AGENDA



Day 1

- 8:00-8:15 **Opening Remarks**
- 8:15-8:30 **Guest Introductions**
- 8:30-9:00 **Doing Business with DLA Overview**
- 9:00-9:30 **Acquisition Executive Remarks**
- 9:30-9:40 Break
- 9:40-10:30 **DIBBS, Registration and Solicitation**
- 10:30-11:20 **DIBBS, Quoting**
- 11:20-12:20 Lunch
- 12:20-12:30 **Engineering Drawings Support**
- 12:30-1:00 **Technical Data Packages (Bid Sets and cFolders)**
- 1:00-1:15 **PIID/TQ notes**
- 1:15-1:45 **First Article Test/Product Lot Test**
- 1:45-2:15 **Qualified Product and Qualified Manufacturer List**
- 2:15-2:30 Break
- 2:00-3:00 **Pricing**
- 3:00-4:00 **Alternate Offers**

Day 2

- 8:00-8:05 **Intro to Engineering and Technical Support**
- 8:05-8:35 **Casting and Forging**
- 8:35-9:05 **Replenishment Parts Purchase or Borrow Program/Reverse Engineering**
- 9:05-9:35 **Source Approval Request (SAR) Program**
- 9:35-9:45 **VECP**
- 9:45-10:00 Break
- 10:00-10:30 **Packaging**
- 10:30-11:00 **First Destination Transportation (FDT)**
- 11:00-11:15 **Small Business Administration Overview**
- 11:15-12:15 Lunch
- 12:15-1:15 **Past Performance Information Retrieval System**
- 1:15-1:45 **Resolving Issues with Orders**
- 1:45-2:00 Break
- 2:00-2:45 **Post Award Overview**
- 2:45-3:45 **Getting Paid - Invoicing, Receipt, Acceptance, and Property Transfer (iRAPT)**
- 3:45-4:00 **Closing Remarks - Survey**