



DLA
DEFENSE LOGISTICS AGENCY



The Nation's Combat Logistics Support Agency



Information Briefing

How to Establish A CAGE Code, DIBBS Account, Access DLA Export Control Data & Steps for Establishing a NSN

August 19, 2021



WARFIGHTER ALWAYS

Unclassified



Agenda

- Commercial & Gov't Entity (CAGE) Code Registration Process
- DLA Internet Bid Board (DIBBS) Registration
- Instructions for Accessing DLA Export Control Technical Data
- **National Stock Number (NSN) Assignment Process**
- Useful Links
- Questions



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- Commercial & Gov't Entity (CAGE) Code Registration Process
- DLA Internet Bid Board (DIBBS) Registration
- Instructions for Accessing DLA Export Control Technical Data
- Nation Stock Number (NSN) Registration Process
- Useful Links
- Questions

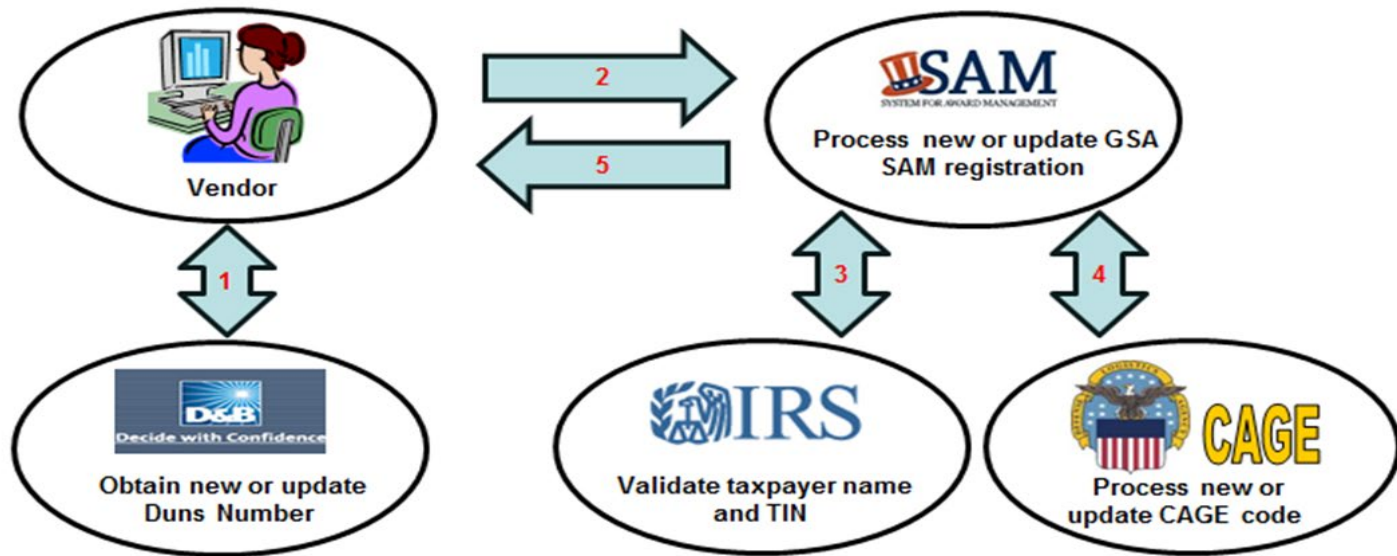


What is a Commercial & Gov't Entity Code (CAGE) Code?

- A CAGE Code is a five-position unique code for the purpose of identifying companies (large and small) who want to do business with the U.S. Gov't.
- The CAGE Program Office has the sole responsibility for assigning and updating domestic CAGE Codes for the U.S. and its territories.
- The CAGE Program Office receives and displays international CAGE Codes (NCAGE) but we are not the authoritative source.
- There are multiple uses for CAGE Codes (a few examples):
 - Acquisition and Procurement Actions - contracts, grants, etc
 - Facility Clearances
 - Document management (technical drawings)
 - National Stock Number (part number)
- Registration Volume
 - CAGE Approves and activates SAM account 15k-30k per month
 - CAGE Returns Unprocessed/Returns to SAM 70% per month
 - CAGE Returns Unprocessed/Returns to SAM 30% per month



U.S. Vendor CAGE Code Registration Process



1. Vendor registers with Dun & Bradstreet (D&B)
2. Vendor registers in the GSA System for Award Management (SAM)
3. Registration is sent to IRS for validation – registration is returned to SAM
4. Registration is sent to CAGE for screening and validation – registration is returned to SAM
5. Vendor is notified and eligible for contracts and/or grant awards



SAM/CAGE Overview

- Federal Registration Process
 - <https://cage.dla.mil/Content/forms/sop.pdf>
- Step 1 - DUN & Bradstreet
 - Obtain a DUNS number
 - This step will be obsolete as of 4/2022
 - Unique Entity Identifier (UEI) will be authoritative after 4/2022
- Step 2 - System for Award Management (SAM)
 - Register online in SAM at <https://sam.gov/Sam/> once the D&B Number is granted
 - UEI is assigned
 - Follow the quick guide for registrations found at <https://sam.gov/SAM/pages/public/help/samQUserGuides.jsf> under Help
 - Submit the SAM Registration which will be forwarded to the IRS for validation.
 - Once completed by the IRS, the SAM Registration will be forwarded to the CAGE Program Office for final validation.
 - Use SAM status tracker for updates on a registration.



CAGE Validation Overview

- Step 3 - CAGE receives SAM registration
 - Auto-generated emails to GOV POC will be sent requesting additional documentation and information.
- CAGE Validations performed
 - Manual review of ALL new registrations
 - Manual review of updates with changes to registration data
 - Legal Business Name
 - Physical Address
 - Acquisitions (Name Changes) of existing CAGE code
 - Requires additional documentation



DLA Internet Bid Board (DIBBS)

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.

Registered User
Log In



• Help

- [On-Line Help](#)
Frequently Asked Questions ~ FAQ
[DIBBS On-Line Quoting Help](#)
[Batch Quoting Help](#)
- [Contact Us](#)

• Solicitations

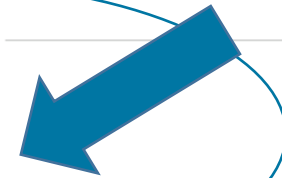
- [Requests for Quotation \(RFQ\)](#)
[Batch Quoting](#) 🔒
[Submitted Quote Searching](#) 🔒
- [Requests for Proposal \(RFP \) / Invitation For Bid \(IFB\)](#)
- Other DLA Opportunities
[Federal Business Opportunities \(FedBizOpps\)](#) 📧🌐

• 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](#)

• Vendor Registration

- [Vendor Registration](#)
- [Registration Guidelines](#)
- [DLA Small Business Programs](#)



• Awards

- [Awards](#)
- [Subsistence Market Ready Orders](#) 🔒
- [Post Award Request \(PAR\)](#) 🔒
Allows vendors to submit post award requests.
- Other DLA Awards
[Federal Business Opportunities \(FedBizOpps\)](#) 📧🌐

• 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 Registration Steps

1. Register in System for Award Management (SAM) (www.sam.gov)
2. DIBBS CAGE code entry (DIBBS will prefill company data entered in SAM)
3. Physical mailing address verification (post card mailed to address entered in SAM)
4. User personal data entry for the DIBBS account administrator/Super User
5. Email Personal Identification Number (PIN) verification
6. Physical address verification number request and entry
7. Accept DIBBS user agreement
8. Create password
9. Create challenge questions & responses
10. Complete supplier information
11. Review and submit
12. Completion of registration
 - E-mail dibbsbsm@dla.mil for questions

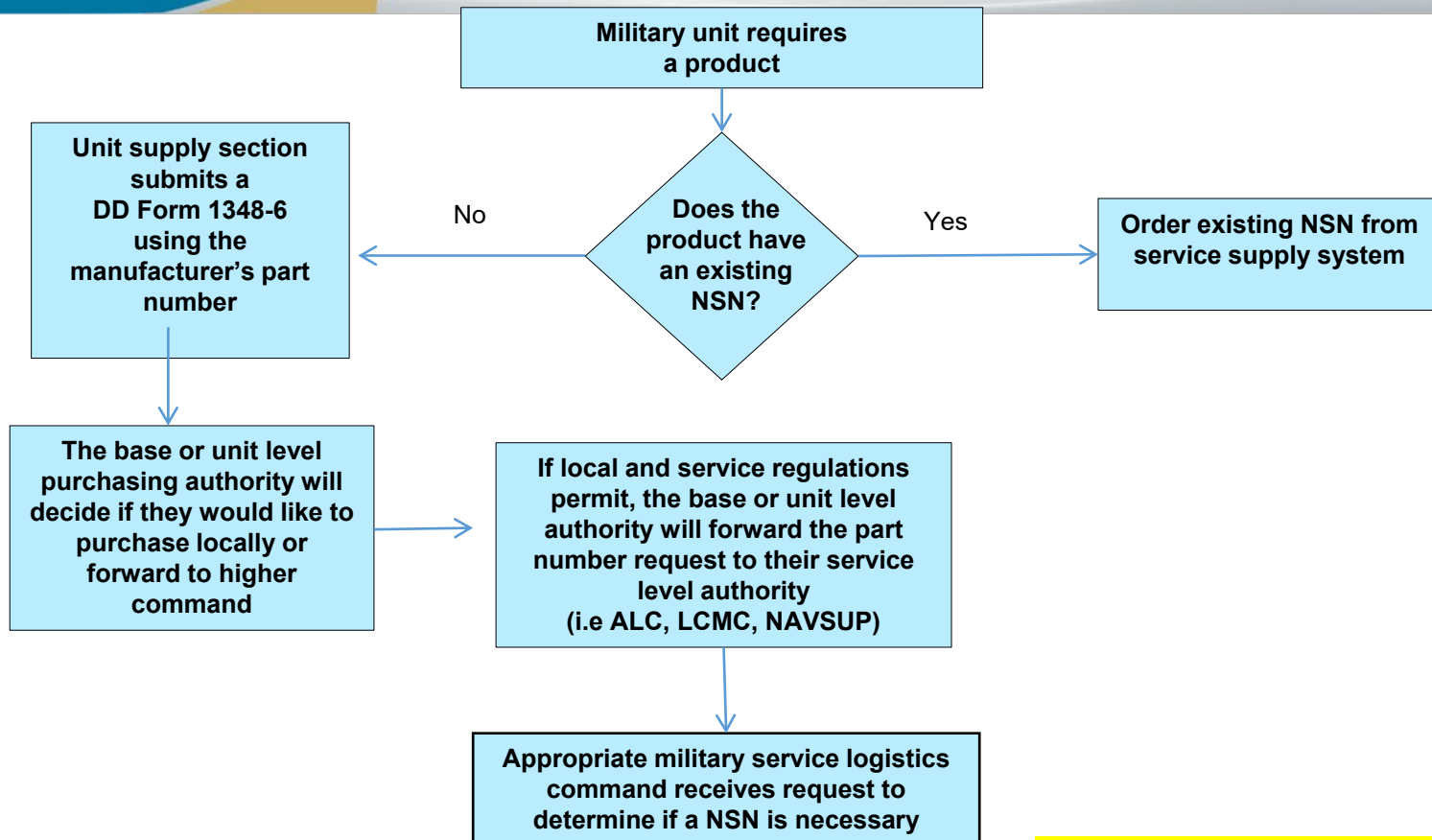


Registration Inductions for Accessing DLA Export-Controlled Technical Data

1. Have an approved CAGE Code.
2. Have an approved DIBBS account with an enabled DLA technical data distribution system (cFolders) account <https://pcf1x.bsm.dla.mil/cfolders/>.
3. Have an approved Joint Certification Program (JCP) certification (DD Form 2345) <https://www.dla.mil/HQ/LogisticsOperations/Services/JCP/>.
4. Obtain Enhanced JCP (EJCP) approval <https://www.dla.mil/HQ/LogisticsOperations/EnhancedValidation/>.
 - a. Complete the *“DLA Introduction to Proper Handling of DoD Export-Controlled Technical Data Training.”*
 - b. Complete the *“DLA Export-Controlled Technical Data Management Questionnaire.”*
 - c. Return the training certificate and completed questionnaire to the JCP Office at JCP-ADMIN@DLA.MIL.
 - d. E-mail DLAJ344DataCustodian@dla.mil for questions.



Unit Level Acquisition



KEY:
NSN: National Stock Number
DD Form 1348-6: DOD Single Line Item Requisition System Document
ALC: Air Logistics Command
LCMC: Life Cycle Management Command
NAVSUP: Navy Supply Systems Command



Who can request a NSN?

NSNs are assigned at the request of a Government Entity

- Military Services
- Defense Health Agency
- Federal Agencies
- International Partners

WHY THE NEED FOR A NSN...



Single Item Of Supply/Catalog

History drove legislation...10 USC Ch 145: Cataloging and Standardization Act 1952



- **Problem**...multiple stock numbers, weapon systems, and names resulted in duplicative buying activities and lack of interoperability / asset visibility
- **Solution**...a single catalog system and related program of standardizing supplies for the Department...Single item of supply identification “National Stock Number (NSN)”

...”Name, describe, classify, and number each item recurrently used, bought, stocked, or distributed by the Department of Defense.... “





NSN Assignment

- Determining item of supply need...
 - Provisioning of a new weapon system deployed by a military service
 - Demands of a non-stocked item repeatedly ordered
 - Request by an authorized submitter



Provisioning

- Process of determining and acquiring the range and quantity (depth) of spares and repair parts, and support and test equipment required to operate and maintain an end item of material for an initial period of service

- Part of the Logistics Support Analysis Process



Provisioning & Cataloging Steps





Required Data

Technical Data

“Technical data which provides definitive identification of dimensional, material, mechanical, electrical, functional and/or other characteristics that depict the physical characteristics, location, and function of the item. It includes specifications, standards, drawings, photographs, descriptions, assembly and general arrangement drawings, schematic diagrams, wiring, cabling diagrams, and similar data needed to indicate the location and functions of the item.”

Reference: DOD 4140.26-V6

Logistics Product Data Examples (Source: OEM/Lead Service)

- Reference Numbers:
 - CAGE/Part Number (OEM)
- Reference Number Category Code (RNCC)
- Reference Number Variation Code (RNVC)
- Criticality Code
- Demilitarization (DEMIL) Code
- Controlled Inventory Item Code (CIIC)
- Precious Metals Indicator Code (PMIC)
- Hazardous Material Indicator Code (HMIC)
- Shelf-Life Code
- Unit of Issue (U/I)
- Quantity Per Unit Pack (QUP)
- Unit Cost/Price

The required data is essential to complete cataloging and provisioning resulting in accurate and quality logistics data



Useful Links

- GSA System for Award Management: <https://sam.gov/SAM/>
- DUNS Registration: <https://www.dnb.com/duns-number.html>
- DoD CAGE Code Program: <https://cage.dla.mil/>
- DLA Internet Bid Board (DIBBS): <https://www.dibbs.bsm.dla.mil/>
- DLA Export Control Data:
<https://www.dla.mil/HQ/LogisticsOperations/EnhancedValidation/>
- DLA Procurement and Technical Assistance Program
<https://www.dla.mil/SmallBusiness/PTAP/>



Questions

