

Software Publisher	Authorized Dealer	Dealer POC	Phone Number	Email Address	Cage Code
Veritas	CDWG	Marcus Thompson	312-705-6254	mthomps@cdw.com	1KH72
Veritas	Gen3i	Patrick Vaughan	240-461-7585	pvaughan@GEN3i.com	6XV38
Veritas	Red River	Kush Kumar	603-448-8880	AP-Invoices@redriver.com	04MB1
Veritas	ThunderCat	Mike Kelly Andrew Donnelly	732-768-3400 (M) 703-927-0627 (A)	mkelly@thundercattech.com adonnelly@thundercattech.com	50WM7
Veritas	TVAR	Doug Zellers	703-635-3840	accounting@tvvarsolutions.com	49JA8

FAQ on Authorized Dealers on DoD ESI Agreements

Question #1: If there is only one BPA contractor for a particular software publisher, may the ordering officer make a direct award to the BPA contractor without giving fair opportunity to each of the participating dealers?

Answer: Per FAR 8.405-3(c)(2), the requirement to provide fair opportunity applies to BPA contractors. There is no regulatory requirement to provide fair opportunity to authorized dealers.

Question #2: If there are two or more BPA contractors for a particular software publisher, are ordering officers required to provide fair opportunity to all the dealers for each BPA contractor?

Answer: Per FAR 8.405-3(c)(2), the requirement to provide fair opportunity applies to BPA contractors, not dealers.

Question #3: What is the regulatory authority that allows schedule holders to use dealers to fulfill orders?

Answer: GSA allows companies with and without a GSA schedule contract to submit quotes to a procuring agency on behalf of a GSA schedule holder. This allowance is found in several General Services Acquisition Manual / Regulation (GSAM/R) provisions and clauses. GSAM/R provision 552.216-73 requires GSA Contractors to identify dealers in their proposal for their GSA contract; Clause I-FSS-600 requires the GSA schedule contract holder to list their participating dealers in the contract price lists; and 552.238-85 identifies dealer requirements for invoicing and sales reporting. As long as the participating dealer complies with the applicable provisions of the GSAR, it can submit, receive and accept payment for orders under the schedule holder's contract.

Question #4: May I use the BPA "shell" in SPS/PD2 (or other contract writing system) if I am issuing an order to an authorized dealer?

Answer: Yes, the contract number in block 2 of a SF1449 or block 1 of a DD1155 will need to list the applicable BPA number. See Section 5(b)(v)(1)(D) of this guide for details on issuing orders with

dealers.

Question #5: Can I issue an order to the dealer using their GSA schedule contract number?

Answer: No, the referenced contract number/agreement number in block 2 of a SF1449 or block 1 of a DD1155 must be the BPA number.

Question #6: Does our agency get small business credit if the dealer is a small business?

Answer: No. Dealers are quoting as agents in care of the BPA contractor and all orders issued to dealers will get credit based on the BPA contractor, not the dealer.

Question #7: Can we solicit dealers as a small business set-aside if two or more dealers are small?

Answer: No. FAR 8.405-5 does allow small business set-asides; however, the non-manufacturing rule (FAR 19.505) still applies. In order to do a small business set-aside, the BPA contractors have to be a small business and the original equipment manufacturer (OEM)/Software Publisher has to be a Small Businesses. The non-manufacturing rule does not apply to services. Follow these two links for more information.

<https://www.gsa.gov/buy-through-us/purchasing-programs/multiple-award-schedule/help-with-mas-buying/buy-from-small-business-mas-contractors>

<https://www.sba.gov/partners/contracting-officials/small-business-procurement/nonmanufacturer-rule>

vii. Ordering Period – If orders issued within the BPA Ordering Period(s) include options, the order options may be exercised after the BPA ordering date(s) provided that:

1. The initial order that includes the option was issued during the BPA ordering period(s), and does not exceed 60 months past the expiration date of the BPA;
2. The Ordering Office determines that the underlying GWAC is still valid at the time the order option is exercised and still includes the applicable products, and
3. The Ordering Office satisfies all other applicable regulations for exercise of the option.

6. Points of Contact

a. Contracting Office

	Procuring Contracting Officer (PCO)	Alternate Point of Contact
POC	Spencer Sessions	Matt Ward
Telephone	619-204-7944	619-328-8885
Email	spencer.m.sessions.civ@us.navy.mil	matthew.j.ward4@navy.mil

b. Software Product Manager (SPM)

	Software Product Manager (SPM)	Alternate Point of Contact
POC	John Bojorquez	Nick Thomas
Telephone	619-518-9580	619-553-0793
Email	john.j.bojorquez2.civ@us.navy.mil	nicholas.thomas17.civ@us.navy.mil

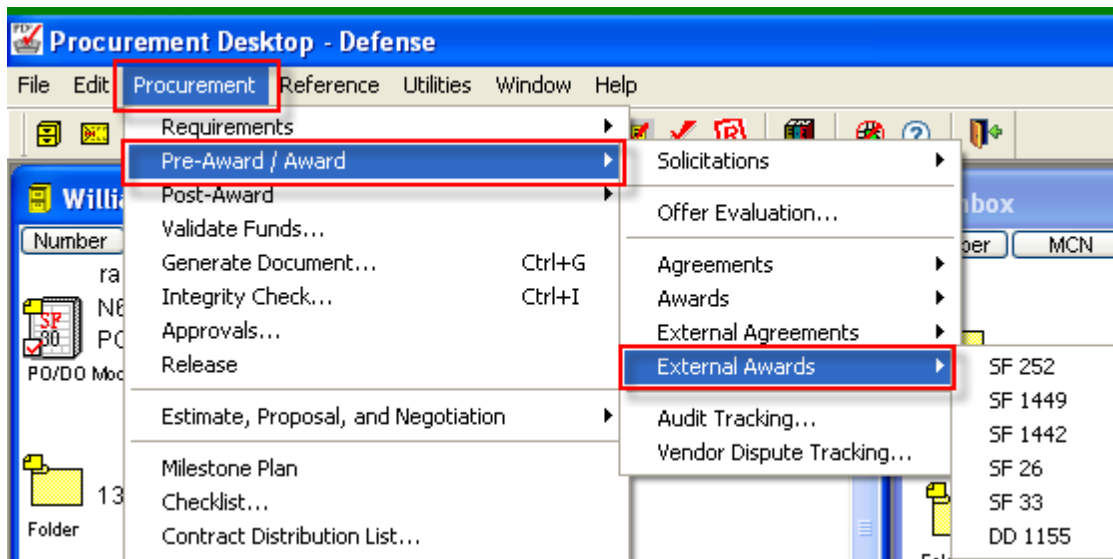
c. BPA Points of Contact

	Program Manager (PM)	PM Alternate	Contracts Management	Sales & Ordering
POC	Will Christopher	Brendon Donohoe	Rob Trimber	Will Christopher Brendon Donohoe
Phone	703-889-9767	703-230-7480	703-673-3577	703-889-9767 (W) 703-230-7480 (B)
Email	will.christopher@carahsoft.com	brendon.donohoe@carahsoft.com	rob.trimber@carahsoft.com	will.christopher@carahsoft.com brendon.donohoe@carahsoft.com

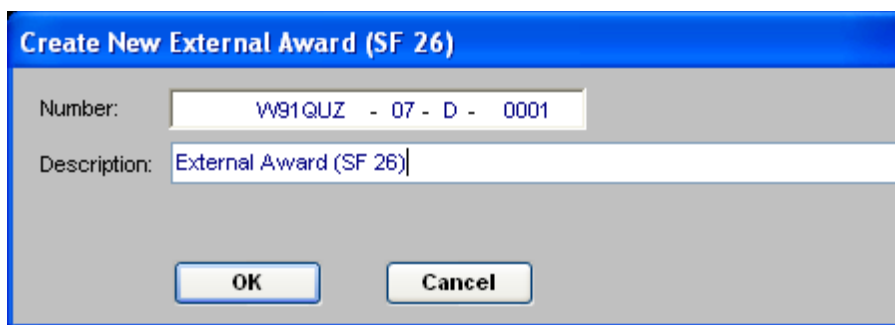
7. External Award / Agreement (for use in the Standard Procurement System (SPS))

Blanket Purchase Agreements awarded by other contracting offices can be entered in the system as external awards. External awards allow users to enter line item information and establish order constraints consistent with the original award. Once an external award is loaded in the system, it can be used as a reference when creating orders.

To create an external award, go to Procurement > Pre-Award / Award > External Awards (or Agreements) > select the desired form.



The Create New External Award window displays.



Enter the Agreement number for which the external award is being created. Click OK. The external award document is opened and displayed.

External Award (SF 26) - W91QUZ-07-D-0001

Items 1 - 12 | Items 13 - 16 | Items 17 - 21 | BPA Items | Clauses

EXTERNAL AWARD		1. AWARD TYPE SF 26	2. DPAS RATING	3. EFFECTIVE DATE	4. DATE OF CONTRACT
5. CONTRACT (Proc. Inst. Ident.) NO. W91QUZ-07-D-0001			6. REQUISITION/PURCHASE REQUEST/PROJECT NO.		
7. ISSUED BY CODE			8. ADMINISTERED BY CODE (if other than 7) See Item 7		
9. NAME AND ADDRESS OF CONTRACTOR CODE:			10. DELIVERY [] FOB ORIGIN [] OTHER <small>(See below)</small>		
			11. DISCOUNT FOR PROMPT PAYMENT		
			12. SUBMIT INVOICES Submit [] copies to the address shown in:		

Enter all relevant information on the tabs to replicate the award that the external award is representing. You must create CLINs for external awards in order to issue orders off of those CLINs. Agreements do not utilize CLINs. It is not necessary to replicate clauses.

When complete, simply approve the external award. This document type is not run through funds validation, not generated, and not released.

8. Additional Visual Representation for Issuing Orders to Dealers (See 5(b)(v)(1)(D) above)

To Contractor In Care Of

DoD ESI BPA # →

DoD ESI BPA Holder (and their Cage Code) with Dealer entered as Care of "C/O" →

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL PROD			
NOTE: OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30.			
2. CONTRACT NUMBER N66001XXAXXXX	3. AWARD/EFFECTIVE DATE	4. ORDER NUMBER	
7. FOR SOLICITATION INFORMATION CALL: →		8. NAME	
9. ISSUED BY CODE	10. THIS ACQUISITION		
	<input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> SERVICE-DISAB <input type="checkbox"/> VETERAN-OWN SMALL BUSINESS (SDVOSB)		
11. DELIVERY FOR FREE ON BOARD (FOB) DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE	12. DISCOUNT TERMS	13a. THIS CONTRACT RATED ORC THE DEFEN AND ALLOC SYSTEM - D	
15. DELIVER TO CODE	16. ADMINISTERED		
17a. CONTRACTOR/OFFEROR CODE	FACILITY CODE	18a. PAYMENT WILL	
BPA Holder Company Name C/O Dealer Name 1234 Compliance Way Contracting, US 12345			
TELEPHONE NUMBER			

DoD ESI BPA # →

Issued to DoD ESI BPA Holder (and their Cage Code) with Dealer entered as Care of "C/O"

ORDER FOR SUPPLIES OR SERVICES			
1. CONTRACT/PURCH ORDER/AGREEMENT NO. N66001XXAXXXX	2. DELIVERY ORDER/CALL NO.	3. DATE OF ORDER/CALL (YYYYMMDD)	4. REQ
6. ISSUED BY		CODE	7. ADMINISTERED BY (if other than 6)
9. CONTRACTOR		CODE	FACILITY
<ul style="list-style-type: none"> BPA Holder Company Name C/O Dealer Name 1234 Compliance Way Contracting, US 12345 			10. DE (Y) 12. DI 13. MI

Direct to Dealer

DoD ESI BPA # →

Delete BPA Contractor and enter Dealer, with Dealer Cage Code →

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL PROD			
NOTE: OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30.			
2. CONTRACT NUMBER N66001XXAXXXX	3. AWARD/EFFECTIVE DATE	4. ORDER NUMBER	
7. FOR SOLICITATION INFORMATION CALL: ▶		a. NAME	
9. ISSUED BY		CODE	10. THIS ACQUISITI
			<input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> SERVICE-DISAB <input type="checkbox"/> VETERAN-OWN SMALL BUSINESS (SDVOSB)
11. DELIVERY FOR FREE ON BOARD (FOB) DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE	12. DISCOUNT TERMS	13a. THIS CONTI RATED ORC THE DEFEN AND ALLOC SYSTEM - D	
15. DELIVER TO	CODE	16. ADMINISTERED	
17a. CONTRACTOR/ OFFEROR		CODE	FACILITY CODE
<ul style="list-style-type: none"> Dealer Name 1234 Compliance Way Contracting, US 12345 		18a. PAYMENT WILL	
TELEPHONE NUMBER			

DoD ESI BPA # →

Delete BPA Contractor and enter Dealer, with Dealer Cage Code →

ORDER FOR SUPPLIES OR SERVICES			
1. CONTRACT/PURCH ORDER/AGREEMENT NO. N66001XXAXXXX	2. DELIVERY ORDER/CALL NO.	3. DATE OF ORDER/CALL (YYYYMMDD)	4. REQUEST
6. ISSUED BY		CODE	7. ADMINISTERED BY (if other than 6) CODE
9. CONTRACTOR		CODE	FACILITY
<ul style="list-style-type: none"> Dealer Name 1234 Compliance Way Contracting, US 12345 			10. DELIVE (YYYYMM) 12. DISCOU 13. MAIL IN