HOW TO PROCURE SOFTWARE THROUGH CHESS Visit the CHESS IT Determine if your Requirement can be met by an ELA, ITES-SW2 Requirement e-mart Software Contract, or an ESI Agreement Procurement Page (R1) Enterprise License Agreement (ELA) Determine ELA Follow Ordering YES Agreement from CHESS Instructions on the ELA page you Software Agreements selected per your Requirement Page ELA Move on to ITES-SW2 Contract Information Technology Enterprise Solutions -Software 2 (ITES-SW2) Customer works with respective CHESS End YES Contracting Office to make an award Submit RFQ to Software Move on to ESI ITES-SW2 determine if ITES-SW2 Available? Agreements meets Requirement R3 Army Managed Follow Ordering Enterprise Software Initiative (ESI) Determine ESI Instructions on the ESI page you YES selected per your Requirement Agreement from CHESS Software Agreements Page ESI Locate the correct Follow Ordering Instructions on the ESI ESI Agreement on agreement you selected per your Requirement Non-Army the DOD ESI Website R5 See IT e-mart for Statement of Non-Availability Submit SoNA CHESS End (SoNA) via IT e-mart Instructions

COMPUTER HARDWARE

ENTERPRISE SOFTWARE AND SOLUTIONS

- CHESS IT e-mart Software Agreements Page: https://chess.army.mil/Content/SoftwareProcurement
- ELA's are featured on the top section of the Software Procurement Page: https://chess.army.mil/Contract/ SoftwareAgreements. ELA's are customer/user specific. Please refer to each software agreement for ordering instructions.
- Submit RFQ when using ITES-SW2 based on the RF Process Tool found on the CHESS IT e-mart at https:// R3 chess.army.mil/rftool/Admin/RFQIndex NOTE: You must be logged in to the CHESS IT e-mart to access the RF Process Tool.
- ESI's are featured in the bottom section of the Software Agreements Page: https://chess.army.mil/Contract/ SoftwareAgreements
- DOD ESI Website: http://www.esi.mil/

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Visit the CHESS IT e-mart for SoNA instructions at https://chess.army.mil/Content/Page/SONA