Instructional Guide for Robotic Process Automation Capability for Confirming Section 889 Prospective Offeror Responses in the System for Award Management

Background:

Federal Acquisition Regulation (FAR) provision 52.204-26, Covered Telecommunications Equipment or Services (October 2020) includes representations in paragraph (c) that collect data from prospective offerors used by the government to implement Section 889(a)(1)(A) and (a)(1)(B) of the National Defense Authorization Act (NDAA). Per FAR subpart 4.1202(a), this provision is included in the System for Award Management (SAM) as part of a vendor's annual representations and certifications. FAR subpart 4.2103 provides government users procedures when making contract awards based on the vendor's representations in this provision.

To ease the implementation of these new requirements on the DoD workforce, Defense Pricing & Contracting (DPC) has developed a simple SAM lookup robotic process automation (RPA) capability specifically for provision 52.204-26.

The guide for leveraging this capability includes the following sections:

## I. Instructions

1. Locate the DUNS number or CAGE code for the vendor in question.

    a. Note that shoppers in FedMall can identify the supplier's CAGE as the first five characters of the Item ID or in the Supplier CAGE field. See the CAGE code identified in red outline below in the screenshot below:


HVAC Tape Duct Tape Type

Item ID: 32GY7-GS21F0057V-10A411
Supplier Name: SPS Industrial Inc.

SPRS Rating: PURPLE

FedMall Rating: (3 Ratings) ★★★★☆
Supplier CAGE: 32GY7
Contract Number: GS21F0057V
Min.Contract Order Dollar Value:
Max.Contract Order Dollar Value:
Supplier Part Number: 10A411
Unit of Issue: EA
Quantity per Unit Pack: 1
Days ARO: 5 Days

2. Send an email to info@section889request.com with a valid DUNS number or CAGE code in the subject line. Consult the examples below for reference:

DUNS Number Request Example

To: info@section889request.com ✕	Cc | Bcc
012345678	
A꜀ ⌷ ⬭ ⌂ b 🕐	Options
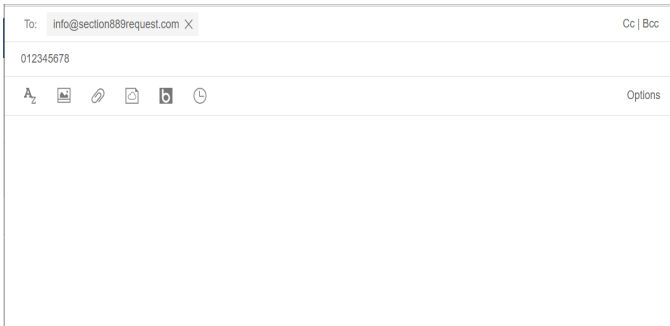
CAGE Code Request Example

To: info@section889request.com ✕	Cc | Bcc
A1234	
A꜀ ⬭ ⌗ ⌂ b 🕐	Options
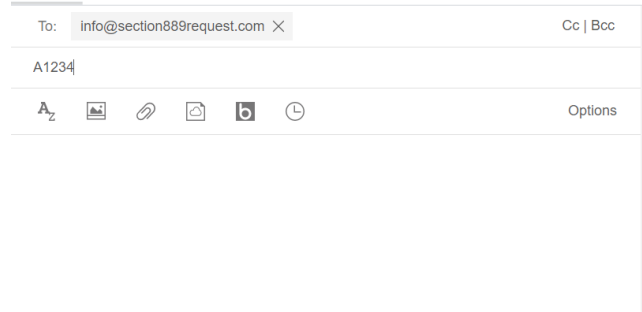
   a. Ensure that the DUNS number in the subject line is exactly 9 digits long and does not contain any letters, extra characters, or spaces in order to avoid receiving an error message. Examples of acceptable and unacceptable subject lines are given below:

Acceptable DUNS number Subject Lines	Unacceptable DUNS number Subject Lines
000111222	"000111222"
010101010	DUNS Number: 000111222
123456789	000-111-222

   b. If you choose to search by CAGE code instead, ensure that the CAGE code in the subject line is exactly 5 characters long.

Acceptable CAGE code Subject Lines	Unacceptable CAGE code Subject Lines
A1234	"A1234"
AB123	CAGE Code: AB123
12C3D	Request: 12C3D

   c. Sending anything other than a DUNS number or a CAGE code in the subject line of an email to info@section889request.com will result in an error message.

   d. Only Section 889 email requests should be sent to info@section889request.com, as this email inbox is not monitored for questions or concerns regarding technical issues. In order to remind users, each response from info@section889request.com contains the following text:

> "This is not a monitored email address. If you have any questions please reach out using the 'Contact Us' feature on the DoD Procurement Toolbox and select 'Section 889 Request' as the 'Subject'. The 'Contact Us' feature is available at: https://dodprocurementtoolbox.com/contact-us"

2. After sending a request, wait for a response. Generally, you will receive a response within 5 minutes. However, the response time can vary depending on the volume of requests at a given time, variation in internet speeds, and the potential for technical issues.

    a. If you find that you do not receive a response within 1 hour of sending a request, please submit your issue via the 'Contact Us' feature on the DoD Procurement Toolbox and select 'Section 889 Request' as the 'Subject'. The 'Contact Us' feature is available at https://dodprocurementtoolbox.com/contact-us.

    b. Any technical issues with the Section 889 email request will be addressed during our support team's business hours (Monday-Friday 8am-5pm EST).

II. **How to Troubleshoot Error Messages**

Common error messages in response to a request and the appropriate actions necessary to resolve the error are listed in below.

General Error Messages	Action Required
Sorry, '_____' is not a valid DUNS number or CAGE code. Please resend your request with a valid DUNS number or CAGE code in the subject line. A valid DUNS number is 9 digits long and does not contain any alphabetic characters, symbols, or spaces. A valid CAGE code is 5 characters long and must contain at least one number and one letter.	Resend an email with a correctly formatted DUNS number or CAGE code in the subject line.
"SAM.gov cannot be accessed at this time, therefore, your request cannot be completed. Please attempt your request at a later time."	This error occurs if the SAM.gov website encounters an error, is down for maintenance, or cannot be accessed. If you receive this message, please attempt your request after some time. If the message is recurring, you can contact the DoD Procurement Toolbox using the method outlined in step 2a.

Error Messages specific to DUNS Number Requests	Action Required
"This DUNS number has not been registered in the SAM.gov system."	Confirm that the DUNS number being requested is associated with an existing vendor and is up to date.
"Access to this entity registration is restricted. It cannot be displayed through public search. If you are a U.S. government user, you will need to log into SAM to verify the entity's completed registration and provision 52.204-26."	U.S. government users can log onto SAM.gov and verify the entity's registration and response to provision 52.204-26. Non-U.S. government users will not have access to this entity's registration.

Error Messages specific to CAGE Code Requests	Action Required
There are no DUNS numbers registered on SAM.gov that are associated with the provided CAGE:'___'	Confirm that the CAGE code being requested is associated with an existing vendor.
It is possible that access to this entity registration is restricted and it cannot be displayed through public search. If you are a U.S. government user and would like to view the responses with the requested entity, you will need to log into SAM to verify the entity's completed registration and provision 52.204-26.	The SAM.gov system is only able determine if a vendor has elected to not display their information publicly using a DUNS number, so if you use an existing CAGE code to search and you receive this message, it is possible that access to this entity is restricted to government users.

III. Responses to Section 889 Requests

In order to provide users with relevant information, the bot returns vendor information in response to valid DUNS number or CAGE code requests. The vendor information included in a DUNS number request is formatted as follows:

"The vendor information associated with DUNS number '_____' is listed below:

Legal Business Name: *<The Legal Business name of the vendor as listed on SAM.gov>*

Legal Business Address: *<The Legal Business Address of the vendor as listed on SAM.gov>*

CAGE Code: *<The CAGE code of the vendor as listed on SAM.gov>*

Status: *<Active or Inactive Status depending on whether the vendor is listed as active or inactive on SAM.gov>"*

Vendor information for CAGE code requests contain the exact same information but instead list the associated DUNS number.

Successful requests return the vendor information followed by the appropriate combination of responses for the two subparagraphs of FAR Provision 52.204-26(c) listed below.

Scenario	Response to Requests	52.204-26(c)(1) Compliant 889 (a)(1)(A)	52.204-26(c)(2) Compliant 889 (a)(1)(B)
The DUNS number is found, the entity is active on SAM.gov, and has answered the FAR provision 52.204 - 26(c)(1) affirmatively.	"The vendor associated with this DUNS number has answered "*Does*" to FAR provision 52.204-26 (c)(1) Covered Telecommunications Equipment or Services-Representation."	No	
The DUNS number is found, the entity is active on SAM.gov, and has answered the FAR provision 52.204 - 26(c)(2) affirmatively.	"The vendor associated with this DUNS number has answered "*Does*" to FAR provision 52.204-26(c)(2) Covered Telecommunications Equipment or Services-Representation."		No
The DUNS number is found, the entity is active on SAM.gov, and has answered the FAR provision 52.204 - 26(c)(1) negatively.	"The vendor associated with this DUNS number has answered "*Does not*" to FAR provision 52.204-26(c)(1) Covered Telecommunications Equipment or Services-Representation."	Yes	
The DUNS number is found, the entity is active on SAM.gov, and has answered the FAR provision 52.204 - 26(c)(2) negatively.	"The vendor associated with this DUNS number has answered "*Does not*" to FAR provision 52.204-26(c)(2) Covered Telecommunications Equipment or Services-Representation."		Yes

NOTE: Negative responses to the FAR 52.204-26 (c)(1) and 52.204-26 (c)(2) provisions must be received for the vendor to be fully compliant.

If one or both of the FAR provisions are left unanswered then the bot will return the vendor information and one of the following responses.

The DUNS number or CAGE code is found, and the entity is active on SAM.gov, however the FAR provision 52.204-26(c)(1) was left unanswered.	"This vendor has an active registration in SAM for financial assistance; not contracts. Therefore, the vendor has not completed any annual representations and certifications, including FAR provision 52.204-26 Covered Telecommunications Equipment or Services-Representation."
The DUNS number is found, and the entity is active on SAM.gov, however the FAR provision 52.204-26(c)(2) was left unanswered.	"The vendor associated with this DUNS number has not completed the October 2020 version of the provision. The vendor must update their registration in the System for Award Management (SAM) to complete this version of the provision. As noted above, the vendor associated with this DUNS number has not completed FAR provision 52.204-26(c)(2) Covered Telecommunications Equipment or Services-Representation because it is present only in the October 2020 version."

IV. Projected Changes

As a part of continued development, this RPA capability will be migrating to a more permanent hosting environment and is planned to take on a DoD email address. The new Section 889 email address will be made available on the 'Section 889 Request' section of the DoD Procurement Toolbox once it is operational.

V. Resources

Section 889 Interim Rule Announcement:
- https://www.acquisition.gov/FAR-Case-2019-009/889_Part_B
- https://www.acq.osd.mil/dpap/dars/889_clause.html

Section 889 Interim Rule Federal Registrar Entry:
- https://www.federalregister.gov/documents/2020/08/27/2020-18772/federal-acquisition-regulation-prohibition-on-contracting-with-entities-using-certain

GSA Implementation of Section 889 Frequently Asked Questions:
- https://www.gsa.gov/cdnstatic/Section%20889%20-%20FAQs%2030.pdf