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Federal Implementation Guideline for Electronic Data Interchange

ASC X12 003040 Transaction Set 836
Contract Award

Implementation Convention



U.S. DEPARTMENT OF COMMERCE
Technology Administration
National Institute of
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¹At Boulder, CO 80303.

²Some elements at Boulder, CO.

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Electronic Commerce Acquisition Program Management Office
Standard Management Committee - Secretariat
National Institute of Standards and Technology
Gaithersburg, MD 20899-0001

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The National Institute of Standards and Technology (NIST)'s Information Technology Laboratory (ITL) develops standards and guidelines, provides technical assistance, and conducts research for computers and resources. As part of the overall federal effort to establish a single face to industry for conducting electronic commerce, ITL has been designated as the organization responsible for coordinating the development of Federal Implementation Conventions (ICs) for Electronic Data Interchange (EDI). ICs are defined by functional-area experts who create and select options from standard EDI Transaction Sets to yield the implementations to be used for practical EDI. These ICs are made available to federal agencies and industry by electronic means and this Special Publication Series.

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836 Contract Award

Functional Group ID=**RQ**

Introduction:

This Draft Standard for Trial Use contains the format and establishes the data contents of the Procurement Notices Transaction Set (836) for use within the context of an Electronic Data Interchange (EDI) environment. The transaction set can be used by the buyer to notify the seller or other interested parties of the award or pending award of a contract which may contain some indefinite features, such as delivery schedule, location, and/or quantities. This transaction set can also be used for purchasing actions such as the notification of intent to award or actual award of a small business set-aside purchase, notification of being outside of the competitive range, notice of receipt of protest, notice of receipt of a late bid, notice of bid rejection, notice of the disposition of an unsolicited proposal, public notice of the abstract of bids, and the notification of the award of a requirements type contract.

Heading:

	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max.Use</u>	<u>Loop Repeat</u>	<u>Notes and Comments</u>
Must Use	010	ST	Transaction Set Header	M	1		
Must Use	020	BCO	Beginning Segment For Contract Award	M	1		
Not Used	021	ITD	Terms of Sale/Deferred Terms of Sale	O	5		
Not Used	022	CTB	Restrictions/ Conditions	O	5		
Not Used	023	CTP	Pricing Information	O	25		
Not Used	024	FOB	F.O.B. Related Instructions	O	1		
LOOP ID - N1						>1	
	025	N1	Name	O	1		
	026	N2	Additional Name Information	O	2		
Not Used	027	N3	Address Information	O	2		
	028	N4	Geographic Location	O	1		
Not Used	029	REF	Reference Numbers	O	>1		
Not Used	030	PER	Administrative Communications Contact	O	>1		
Not Used	031	FOB	F.O.B. Related Instructions	O	1		
LOOP ID - PO1						>1	
Must Use	035	PO1	Baseline Item Data	M	1		
Not Used	040	PO3	Additional Item Detail	O	>1		
Not Used	050	CTP	Pricing Information	O	>1		
Not Used	060	PID	Product/Item Description	O	>1		
Not Used	070	MEA	Measurements	O	>1		
Not Used	080	PWK	Paperwork	O	>1		
	090	REF	Reference Numbers	O	>1		
Not Used	100	PER	Administrative Communications Contact	O	>1		
Not Used	101	ITD	Terms of Sale/Deferred Terms of Sale	O	1		
	102	DTM	Date/Time Reference	O	10		
Not Used	103	CTB	Restrictions/ Conditions	O	1		

836 Contract Award

LOOP ID - SLN				>1
Not Used	110	SLN	Subline Item Detail	O 1
Not Used	120	PID	Product/Item Description	O >1
LOOP ID - N1				>1
Not Used	130	N1	Name	O 1
Not Used	140	N2	Additional Name Information	O 2
Not Used	150	N3	Address Information	O 2
Not Used	160	N4	Geographic Location	O 1
Not Used	170	REF	Reference Numbers	O >1
Not Used	180	PER	Administrative Communications Contact	O >1
Must Use	190	SE	Transaction Set Trailer	M 1

Segment: **ST** Transaction Set Header

Position: 010

Loop:

Level: Heading

Usage: Mandatory

Max Use: 1

Purpose: To indicate the start of a transaction set and to assign a control number

Syntax Notes:

Semantic Notes: 1 The transaction set identifier (ST01) used by the translation routines of the interchange partners to select the appropriate transaction set definition (e.g., 810 selects the Invoice Transaction Set).

Comments:

Data Element Summary

	Ref.	Data		
	Des.	Element	Name	Attributes
Must Use	ST01	143	Transaction Set Identifier Code	M ID 3/3
			Code uniquely identifying a Transaction Set	
			836 X12.54 Contract Award	
Must Use	ST02	329	Transaction Set Control Number	M AN 4/9
			Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set	
			<i>This unique control number is assigned by the originator of the transaction set or by the originators application program. This same number is carried in SE02.</i>	

Segment: **BCO** Beginning Segment For Contract Award
Position: 020
Loop:
Level: Heading
Usage: Mandatory
Max Use: 1
Purpose: To indicate the beginning of the Contract Award Transaction Set and to transmit identifying numbers and dates.

Syntax Notes:

Semantic Notes:

- 1 BCO04 is the contract number.
- 2 BCO06 is the contract beginning date.
- 3 BCO07 is the contract expiration date.

Comments:**Data Element Summary**

	<u>Ref.</u>	<u>Data</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element Name</u>	
Must Use	BCO01	353 Transaction Set Purpose Code	M ID 2/2
		Code identifying purpose of transaction set	
		00 Original	
		01 Cancellation	
		07 Duplicate	
		<i>Use to indicate the re-transmission of a previously transmitted award announcement.</i>	
Must Use	BCO02	586 Request for Quote Reference Number	M AN 1/45
		Number assigned by the purchaser to identify his request for quote	
		<i>Use to identify the solicitation number (IFB,RFP, or RFQ) that is applicable to all the line items awarded. If there was no solicitation, cite the letter N. If there were multiple solicitation resulting in the award, cite the letter M in this data element and identify the various solicitations in the 1/REF/090 segment.</i>	
Must Use	BCO03	652 Request Quotation Control Date	M DT 6/6
		Date to be used for reference purposes in an RFQ and a response to RFQ.	
		<i>Use to identify the date of the solicitation (IFB,RFP, or RFQ) that resulted in this award. If there was no solicitation or there were multiple solicitation resulting in the award, enter six zeros (000000). When there were multiple solicitations resulting in the award, cite the date of each solicitation in the 1/DTM/102 segment.</i>	
Must Use	BCO04	127 Reference Number	M AN 1/30
		Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.	
		<i>1. Use to identify the number of the contract or order awarded.</i>	

2. If the award was for a contract or purchase order, cite the number of the awarded instrument (i.e., the PIN).

3. If the award was for a delivery order, call or release against a basic contract, cite a concatenation of the basic contract number and the order number (i.e., the PIN and SPIN).

4. If the award was modification of an existing contract/order, cite a concatenation of the existing contract/order number and the modification number.

Not Used	BCO05	846	Contract Status Code	O	ID 2/2
			Code designating the current status of the contract		
			Refer to 003040 Data Element Dictionary for acceptable code values.		
	BCO06	373	Date	O	DT 6/6
			Date (YYMMDD)		
			<i>Use to indicate the date of award of the cited contract or order.</i>		
Not Used	BCO07	373	Date	O	DT 6/6
			Date (YYMMDD)		
Not Used	BCO08	587	Acknowledgment Type	O	ID 2/2
			Code specifying the type of acknowledgment		
			Refer to 003040 Data Element Dictionary for acceptable code values.		
Must Use	BCO09	128	Reference Number Qualifier	O	ID 2/2
			Code qualifying the Reference Number.		
			TN Transaction Reference Number		
			<i>Use to indicate a unique number assigned by the originator to identify this transaction set.</i>		
Must Use	BCO10	127	Reference Number	O	AN 1/30
			Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.		

Segment: **N1** Name
Position: 025
Loop: N1 Optional
Level: Heading
Usage: Optional
Max Use: 1
Purpose: To identify a party by type of organization, name, and code
Syntax Notes: 1 At least one of N102 or N103 is required.
 2 If either N103 or N104 is present, then the other is required.

Semantic Notes:

Comments: 1 This segment, used alone, provides the most efficient method of providing organizational identification. To obtain this efficiency the "ID Code" (N104) must provide a key to the table maintained by the transaction processing party.
 2 N105 and N106 further define the type of entity in N101.

Notes: *Use 2 iterations of this segment to identify the entity awarded the contract/order and the buying party.*

Data Element Summary

Ref.	Data		Attributes
<u>Des.</u>	<u>Element</u>	<u>Name</u>	
Must Use	N101	98 Entity Identifier Code	M ID 2/2
		Code identifying an organizational entity, a physical location, or an individual	
		BY Buying Party (Purchaser)	
		<i>Use to indicate the buying office.</i>	
		SE Selling Party	
		<i>Use to indicate the entity awarded the contract/order.</i>	
	N102	93 Name	X AN 1/35
		Free-form name	
		<i>When N101 is code SE, use to identify the entity awarded the contract/order.</i>	
	N103	66 Identification Code Qualifier	X ID 1/2
		Code designating the system/method of code structure used for Identification Code (67)	
		<i>When N101 is code BY, use to identify the entity awarded the contract/order.</i>	
		1 D-U-N-S Number, Dun & Bradstreet	
		<i>Use to identify the buying party.</i>	
	N104	67 Identification Code	X AN 2/17
		Code identifying a party or other code	
Not Used	N105	706 Entity Relationship Code	O ID 2/2
		Code describing entity relationship	

Not Used N106 98 Refer to 003040 Data Element Dictionary for acceptable code values.
Entity Identifier Code **O ID 2/2**
Code identifying an organizational entity, a physical location, or an individual
Refer to 003040 Data Element Dictionary for acceptable code values.

Segment: **N2** Additional Name Information
Position: 026
Loop: N1 Optional
Level: Heading
Usage: Optional
Max Use: 2
Purpose: To specify additional names or those longer than 35 characters in length
Syntax Notes:
Semantic Notes:
Comments:

Data Element Summary

	<u>Ref.</u>	<u>Data</u>		<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>	<u>Name</u>	
Must Use	N201	93	Name Free-form name	M AN 1/35
	N202	93	Name Free-form name	O AN 1/35

Segment: **N4** Geographic Location
Position: 028
Loop: N1 Optional
Level: Heading
Usage: Optional
Max Use: 1
Purpose: To specify the geographic place of the named party
Syntax Notes: 1 If N406 is present, then N405 is required.
Semantic Notes:
Comments: 1 A combination of either N401 through N404, or N405 and N406 may be adequate to specify a location.
 2 N402 is required only if city name (N401) is in the USA or Canada.
Notes: *When N101 is code SE, this segment is REQUIRED to identify the geographic area where the entity awarded the contract/order is located.*

Data Element Summary

Ref.	Data			
<u>Des.</u>	<u>Element</u>	<u>Name</u>		<u>Attributes</u>
Not Used	N401	19	City Name	O AN 2/30
			Free-form text for city name	
Not Used	N402	156	State or Province Code	O ID 2/2
			Code (Standard State/Province) as defined by appropriate government agency	
	N403	116	Postal Code	O ID 3/9
			Code defining international postal zone code excluding punctuation and blanks (zip code for United States)	
			<i>Required when an award was made to a United States Company.</i>	
	N404	26	Country Code	O ID 2/3
			Code identifying the country	
			<i>Use only when an award is made to a selling party outside of the United States.</i>	
Not Used	N405	309	Location Qualifier	X ID 1/2
			Code identifying type of location	
			Refer to 003040 Data Element Dictionary for acceptable code values.	
Not Used	N406	310	Location Identifier	O AN 1/30
			Code which identifies a specific location	

Segment: **PO1** Baseline Item Data
Position: 035
Loop: PO1 Mandatory
Level: Heading
Usage: Mandatory
Max Use: 1
Purpose: To specify basic and most frequently used line item data
Syntax Notes:

- 1 If PO103 is present, then PO102 is required.
- 2 If PO105 is present, then PO104 is required.
- 3 If PO106 is present, then PO107 is required.
- 4 If PO108 is present, then PO109 is required.
- 5 If PO110 is present, then PO111 is required.
- 6 If PO112 is present, then PO113 is required.
- 7 If PO114 is present, then PO115 is required.
- 8 If PO116 is present, then PO117 is required.
- 9 If PO118 is present, then PO119 is required.
- 10 If PO120 is present, then PO121 is required.
- 11 If PO122 is present, then PO123 is required.
- 12 If PO124 is present, then PO125 is required.

Semantic Notes:

Comments:

- 1 See the Data Dictionary for a complete list of ID's.
- 2 PO101 is the line item identification.
- 3 PO106 through PO125 provide for ten (10) different product/service ID's per each item. For example: Case, Color, Drawing No., UPC No., ISBN No., Model No., SKU.

Notes:

1. *Use to identify award data for a line item in the cited solicitation.*
2. *Use multiple iterations as needed to identify multiple line items. each iteration will identify only one line item.*
3. *When BCO01 is code 01, provide all the line items contained in the original contract award transmission.*

Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u> <u>Name</u>	
Must Use	PO101	350 Assigned Identification Alphanumeric characters assigned for differentiation within a transaction set <i>Use to indicate the line item number contained in the solicitation.</i>	O AN 1/11
Must Use	PO102	330 Quantity Ordered Quantity ordered <i>Cite the total awarded quantity of the line item awarded, not the solicited quantity.</i>	X R 1/9
Must Use	PO103	355 Unit or Basis for Measurement Code	O ID 2/2

Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken

1. Use any code.

2. Cite the unit of measure for the awarded quantity identified in the 850 transaction set.

Refer to 003040 Data Element Dictionary for acceptable code values.

Must Use PO104 212 Unit Price X R 1/14

Price per unit of product, service, commodity, etc.

1. Use to indicate the award price of the line item.

2. When PO105 is code NC or NQ cite the number "0".

PO105 639 Basis of Unit Price Code O ID 2/2

Code identifying the type of unit price for an item

ES Estimated

NC No Charge

NQ No Quote

Use to indicate the item is Not Separately Priced. data maintenance has been submitted to ASC X12 to add a code for Not Separately Priced. If approved, we expect this code will be available for use in ASC X12 Version/Release 3050. In the meantime use this code.

PV Provisional Price

Sold on or off the futures market; price not really fixed; product sold at this price

Use to indicate a price that includes the use of government furnished property (GFP). Data maintenance has been submitted to ASC X12 to add a code for Price with Government Furnished Property. If approved, we expect this code will be available for use in ASC X12 Version/Release 3050. In the meantime use this code.

Must Use PO106 235 Product/Service ID Qualifier O ID 2/2

Code identifying the type/source of the descriptive number used in Product/Service ID (234)

1. Use any code.

2. As a minimum, there must be one occurrence of a DE235/234 pair citing either code CN or SV. Other listed codes may be used to further identify the line item. Code values must correspond to those used for the corresponding line item in the cited contract/order.

Refer to 003040 Data Element Dictionary for acceptable code values.

PO107 234 Product/Service ID X AN 1/30

		Identifying number for a product or service		
PO108	235	Product/Service ID Qualifier	O	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Refer to 003040 Data Element Dictionary for acceptable code values.		
PO109	234	Product/Service ID	X	AN 1/30
		Identifying number for a product or service		
PO110	235	Product/Service ID Qualifier	O	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Refer to 003040 Data Element Dictionary for acceptable code values.		
PO111	234	Product/Service ID	X	AN 1/30
		Identifying number for a product or service		
PO112	235	Product/Service ID Qualifier	O	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Refer to 003040 Data Element Dictionary for acceptable code values.		
PO113	234	Product/Service ID	X	AN 1/30
		Identifying number for a product or service		
PO114	235	Product/Service ID Qualifier	O	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Refer to 003040 Data Element Dictionary for acceptable code values.		
PO115	234	Product/Service ID	X	AN 1/30
		Identifying number for a product or service		
PO116	235	Product/Service ID Qualifier	O	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Refer to 003040 Data Element Dictionary for acceptable code values.		
PO117	234	Product/Service ID	X	AN 1/30
		Identifying number for a product or service		
PO118	235	Product/Service ID Qualifier	O	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Refer to 003040 Data Element Dictionary for acceptable code values.		
PO119	234	Product/Service ID	X	AN 1/30
		Identifying number for a product or service		
PO120	235	Product/Service ID Qualifier	O	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Refer to 003040 Data Element Dictionary for acceptable code values.		
PO121	234	Product/Service ID	X	AN 1/30

PO122	235	Product/Service ID Qualifier	O	ID 2/2
		Identifying number for a product or service		
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Refer to 003040 Data Element Dictionary for acceptable code values.		
PO123	234	Product/Service ID	X	AN 1/30
		Identifying number for a product or service		
PO124	235	Product/Service ID Qualifier	O	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Refer to 003040 Data Element Dictionary for acceptable code values.		
PO125	234	Product/Service ID	X	AN 1/30
		Identifying number for a product or service		

Segment: **REF** Reference Numbers
Position: 090
Loop: PO1 Mandatory
Level: Heading
Usage: Optional
Max Use: >1
Purpose: To specify identifying numbers.
Syntax Notes: 1 At least one of REF02 or REF03 is required.
Semantic Notes:
Comments:

Notes: *Use this 1/REF/090 segment when the solicitation varies by awarded line item. When the solicitation is the same for all of the awarded line items, cite the solicitation number in BCO02.*

Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element Name</u>	
Must Use	REF01	128 Reference Number Qualifier Code qualifying the Reference Number. KS Solicitation A discreet number assigned by the purchasing activity to differentiate between different solicitations <i>Use to indicate the solicitation (IFB, RFP, RFQ) that contained the awarded line item.</i>	M ID 2/2
	REF02	127 Reference Number Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.	X AN 1/30
Not Used	REF03	352 Description A free-form description to clarify the related data elements and their content	X AN 1/80

Segment: **DTM** Date/Time Reference
Position: 102
Loop: PO1 Mandatory
Level: Heading
Usage: Optional
Max Use: 10
Purpose: To specify pertinent dates and times
Syntax Notes: 1 At least one of DTM02 DTM03 or DTM06 is required.
 2 If either DTM06 or DTM07 is present, then the other is required.

Semantic Notes:**Comments:**

Notes: *Use this 1/DTM102 segment to identify the date of the solicitation cited in REF01/02.*

Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element Name</u>	
Must Use	DTM01	374 Date/Time Qualifier	M ID 3/3
		Code specifying type of date or time, or both date and time	
		993 Request for Quotation	
		The reference date associated with a specifically numbered request for quotation	
		<i>Use to indicate the date of the solicitation (e.g., IFB, RFP, RFQ) cited in REF01/02.</i>	
	DTM02	373 Date	X DT 6/6
		Date (YYMMDD)	
Not Used	DTM03	337 Time	X TM 4/8
		Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)	
Not Used	DTM04	623 Time Code	O ID 2/2
		Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow	
		Refer to 003040 Data Element Dictionary for acceptable code values.	
Not Used	DTM05	624 Century	O N0 2/2
		The first two characters in the designation of the year (CCYY)	
Not Used	DTM06	1250 Date Time Period Format Qualifier	X ID 2/3
		Code indicating the date format, time format, or date and time format	
		Refer to 003040 Data Element Dictionary for acceptable code values.	

Not Used	DTM07	1251	Date Time Period	X	AN 1/35
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Expression of a date, a time, or range of dates, times or dates and times

Segment: **SE** Transaction Set Trailer
Position: 190
Loop:
Level: Heading
Usage: Mandatory
Max Use: 1
Purpose: To indicate the end of the transaction set and provide the count of the transmitted segments (including the beginning (ST) and ending (SE) segments).
Syntax Notes:
Semantic Notes:
Comments: 1 SE is the last segment of each transaction set.

Data Element Summary

	<u>Ref.</u>	<u>Data</u>		<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>	<u>Name</u>	
Must Use	SE01	96	Number of Included Segments	M N0 1/10
			Total number of segments included in a transaction set including ST and SE segments	
Must Use	SE02	329	Transaction Set Control Number	M AN 4/9
			Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set	
			<i>Cited the same number as the one carried in ST02.</i>	

NIST *Technical Publications*

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