



Reporting an EDI Problem

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Introduction and Background

EDI is the method in which PD² writes a solicitation, award or modification to a flat file for the vendor to pick up and use. It provides an alternate way of communication between contractors and vendors to the paper process. Each type of procurement object has a corresponding transaction set. The **840** transaction set corresponds to all solicitations and amendments; the **850** transaction set corresponds to all awards; the **860** transaction set corresponds to award modifications. Each transaction set consists of up to 99 records. Each record contains two or more fields.

The government provides AMS with two documents to be used in coding EDI. The first of these is the User Defined File (UDF). The UDF also specifies which fields are contained in each record for a given transaction set. The UDF specifies the length and type of the fields. The Implementation Convention (IC) details the various values that are expected for each field. In some cases, the IC limits the codes acceptable for a given field. In other cases, it is very open-ended.

Reporting an EDI problem

IF an EDI problem is being reported, please document the following information:

1. Version of the software being used.
2. Transaction set causing the error.
3. When the error is being received (in PD² when transmitting/receiving).
4. Description of the error.
5. If the error involves clauses, please gather the following information:
 - Date of last clause update
 - Office 95, Office 97, Office 2000
 - Which clause was in Word when the error occurred?
6. A copy of the flat file, if possible.

Supported Records

The following table indicates which records are supported for each outgoing transaction set:

	840	850	860		840	850	860
Record 01	X	X	X	Record 52	X	X	X
Record 02	X	X	X	Record 53	X		X
Record 04	X	X		Record 54	X	X	X
Record 05	X			Record 55	X	X	X
Record 07		X	X	Record 60	X	X	X
Record 09	X	X	X	Record 62	X	X	X
Record 10	X	X		Record 63	X	X	X
Record 11	X	X	X	Record 64		X	
Record 12	X	X	X	Record 65	X	X	X
Record 13	X	X	X	Record 66	X		X
Record 15	X	X		Record 71		X	
Record 16		X		Record 72		X	X
Record 17		X		Record 73	X	X	X
Record 20		X	X	Record 74	X	X	X
Record 21		X	X	Record 75			X
Record 22	X	X	X	Record 76	X	X	X
Record 23	X	X	X	Record 77	X	X	
Record 25	X	X	X	Record 78		X	X
Record 26	X	X	X	Record 79	X	X	X
Record 28	X	X	X	Record 80	X	X	X
Record 32		X	X	Record 81	X	X	X
Record 33		X	X	Record 84	X	X	X
Record 46	X	X	X	Record 90	X	X	X
Record 47	X	X	X	Record 92	X	X	X
Record 48	X	X	X	Record 95		X	X
Record 49	X	X	X	Record 96		X	X
Record 50	X	X	X	Record 97		X	X
Record 51	X	X	X	Record 99	X	X	X

General Record Description

- Record 1: General information about the contract...date of contract, contract number etc.
- Record 2: Reference information that apply to contract: dpas codes, criticality designator code
- Record 5: Information about set-asides and offer guarantees
- Record 6: Total Monetary Amount of Award (**836** Only)
- Record 7: Discount terms (if entered into the system correctly using the pop-up window)
- Record 8: Number of vendors solicited and number of quotes received (**836** Only)
- Record 9: Dates associated with CLINs (i.e. delivery date) if it is the same for all CLINs and dates associated with the contract as a whole (quote reference date)
- Record 10: After Date of Contract dates if it rolls up for all CLINs
- Record 11: Information specific to **BPA, SF 252** and **SF 1442**
- Record 12: Data entered on Document Classification Screen (min/max quantities and amounts)
- Record 13: Attachment information
- Record 15: Transportation Method Information if it is the same for all CLINs
- Record 16: Hazmat Information if it is the same for all CLINs
- Record 17: Marks and Number if it is the same for all CLINs
- Record 20: Accounting Data on contract and CLIN level
- Record 21: Accounting Data on contract and CLIN level
- Record 22: Clause Data
- Record 23: Clause Data
- Record 25: Address Information (Name and/or Codes)
- Record 26: Address Information (Actual Address)
- Record 28: Contact Information
- Record 32: Vendor's Business Type and/or EFT information
- Record 33: Vendor's Business Type and/or EFT information
- Record 46: General Line Item Information
- Record 47: Estimated Quantity for CLIN if it was an estimated quantity
- Record 48: Step Ladder Pricing Information
- Record 49: Min/Max quantities and amounts for IDC type CLINs
- Record 50: General Line Item Description (and left over 46 information)
- Record 54: Reference Information specific to CLIN (i.e. WSC Code, CDRL Information)
- Record 55: Approver and Preparer for CDRL if there is one
- Record 60: FOB information specific to CLIN
- Record 62: Dates specific to CLIN
- Record 63: Transportation Method information
- Record 64: Hazmat information (**840 & 850**)
- Record 65: Marks and Numbers (**840 & 850**)
- Record 65: Hazmat Information (**860**)
- Record 66: Marks and Numbers (**860**)
- Record 71: Packaging Data (**840 & 850**)
- Record 72: CDRL Information (if there is one) (**840 & 850**)
- Record 72: Progress Payment and Clause Data (**860**)
- Record 73: ADC Dates (**840 & 850**)
- Record 73: Progress Payment and Clause Data (**860**)
- Record 74: CDRL Information (if there is one)
- Record 75: ADC Dates (**860**)

- Record 76: CDRL Information (if there is one) (**840 & 850**)
- Record 77: CDRL Information (if there is one) (**840 & 850**)
- Record 78: CDRL Information (if there is one) (**860**)
- Record 79: Progress Payment Data (**850**)
- Record 79: CDRL Information (if there is one) (**860**)
- Record 80: Progress Payment Data
- Record 81: Addresses specific to CLIN
- Record 84: Contact information to CLIN
- Record 95: Funding data
- Record 96: FOB information
- Record 97: FOB information
- Record 99: Summary information including price of contract

Multiple Iterations

The following Records may have multiple iterations:

Records 2, 7, 9, 11, 12, 13, 20, 21, 22, 23, 25, 26, 28, 32, 33, 48, 49, 50, 54, 62, 65, 71, 79, 80, 81, 84, 95

Mandatory Records

For Transaction Sets **840** and **850**, Records 1, 46 and 99 are mandatory. For Transaction Set **860**, only Records 1 and 99 are mandatory.

Dependent Records

The following sets of records have dependent relationships:

- Records 20/21 – If there is a Record 20, there must be a Record 21 and vice-versa.
- Records 22/23 – If there is a Record 22, there must be a Record 23 and vice-versa. However, multiple iterations of Record 23 can go with an iteration of Record 22.
- Records 25/26/28 – Record 25 can write out without a corresponding 26 and 28, but 26 and 28 cannot write out without a corresponding Record 25.
- Records 32/33 – If there is a Record 32, there must be a Record 33 and vice versa.
- Records 79/80 – If this is being used to carry Progress Payment data, there must be a Record 80 if there is a Record 79 and vice-versa.
- Records 81/84 – This is very similar to 25/26/28 but on the detail level. There must be a Record 81 for every Record 84, but Record 81 does not require Record 84.
- Records 96/97 – If there is a Record 96, there must be a Record 97 and vice-versa.

How to Create an 843

There are 99 records – of course, not all are used. You must have record 01 and record 99. You want to include records 25 and 46 to populate the Offer Eval with Vendor and quote information. The other records listed seem to be some of the more common.

To create an **843** flat file:

1. Transmit an RFQ
2. Open DOS
3. Change directories by typing “cd c:\pd2\edi\transmit” at the DOS prompt (or whatever it is that you have identified in your desktop.ini file) and then press <Enter>. Next, type “dir” at the prompt and press <Enter>.
4. Locate your file and at the prompt type “copy ‘filenum. **840**’ c:\pd2\edi\receive\’filenum.843’” and press <Enter>.
5. Change directories again. “cd c:\pd2\edi\receive” at the DOS prompt and then press <Enter> key. Next, type “dir” at the prompt and press <Enter> key.
6. Type “edit ‘filenum.843’” and press <Enter> key.
7. Delete Header records if any exist
8. Create a 00 record
 - ◆ Place the cursor under the 0 of the 01 record field 1 and press the <Enter> key
 - ◆ In the blank line you just created, type 00 in spaces 17 and 18.
 - ◆ Whatever you type in the following spaces should pull into the comments block of the Offer Eval for that vendor.
9. Unless otherwise stated below, do not change any other field location or contents.
10. Record 01 – **Trading Partner/Response/Currency** Information
 - ◆ In **Field 2**, spaces 3-17, type the sender’s **DUNS** or **CAGE** code
 - ◆ In **Field 3**, spaces 18-32, type the server name that you just overwrote from **Field 2** (probably PDAUTOTE or PDDEV for AMS in-house testing)
 - ◆ Change F840_1 to F843_1 in spaces 39-44
 - ◆ FYI, spaces 61-62 should have the **Transaction Set Purpose Code** you chose when transmitting
 - 00**=Original, **01**=Cancellation, **02**=Add, **03**=Delete, **04**=Change, **07**=Duplicate
 - ◆ FYI, spaces 63-107 should have the **RFQ Number** with no dashes or spaces (most likely will not use all allotted spaces)
 - ◆ Spaces 108-113 should already contain a date, but you may change it as long as you keep the correct format of YYMMDD.
 - ◆ Spaces 114-116: add the **Date/Time Qualifier** “098” to indicate a bid (“171” indicates a revision, “177” indicates a cancellation)
 - ◆ Spaces 117-122: add the date: YYMMDD
 - ◆ Spaces 123-124: add the **Bid Type Response Code** of “BF” to indicate Best and Final
 - ◆ Spaces 125-126: add the **Security Level Code** (Government info from PR’s last tab)
 - 06**=Supplier Proprietary, **11**=Competition Sensitive, **92**=Gov’t Confidential,
 - 93**=Government Secret, **94**=Gov’t Top Secret
 - ◆ Delete any remaining text
11. Record 07 – **Discount Terms**
 - ◆ **Field 2**, spaces 3-10, contains the **Discount Percentage** in decimal form (2.5 = 2.5%), is right justified in the field and is not padded with zeroes – the zeroes are suppressed.

- ◆ **Field 3**, spaces 11-14, contains the **Number of Days** the discount is available for and is also right justified in the field and is not padded with zeroes – the zeroes are suppressed.
 - ◆ **Field 4**, spaces 15-18, contains the **Net Days Due**, is not zero padded and is right justified.
12. Record 09 – **Date/Time Reference**
- ◆ Position 3-5: Date/Time Qualifier
007 = Effective, **017** = Estimated Delivery, **036** = Expiration, **063** = Do not deliver after, **064** = Do not deliver before, **069** = Promised for Delivery (If RDD, use **992** = Date Requested)
13. Record 11 – Delete any and all occurrences of record 11, it is not defined in the UDF and is not supported.
14. Record 16 – **Special Handling/Hazardous Material Info**
- ◆ Position 3-5: **Special Handling Code** (when it applies to all line items)
DA = Dangerous, **EX** = Explosive, **FG** = Flammable Gas, **FP** = Flammable Poison Gas, **PS** = Poison Gas
15. Enter three blank lines before the first record 46. They will be records 25, 26, and 28 for the vendor. Enter the information as described in steps 13-15.
16. Record 25 – **Organization/Location Identification** (applicable to entire doc)
- ◆ Position 3-4: **Entity Identifier Code**
SE = for Selling Party, **BY** = Purchaser, **ST** = Ship To, **28** = Subcontractor, **DS** = Distributor, **KF** = Audit Office
 - ◆ Position 5-39: Name - Free form name – **Vendor Company Name**
 - ◆ Position 40-41: **Identification Code Qualifier**
33 = CAGE, **1** = DUNS, **9** = DUNS +4 (for DUNS and DUNS +4, column 40 is a space, the character must be in column 41)
 - ◆ Position 42-61: **Identification Code**
Enter CAGE or DUNS code of Vendor you want to enter the bid for (DUNS +4 is “1234, DUNS code”)
 - ◆ Position 62-96: **Additional Name 1**
Free-form name of vendor (i.e. “A subsidiary of...”)
 - ◆ Position 202-236: **Address Information 1**
 - ◆ Position 237-271: **Address Information 2** (NOT city, state, zip, country)
- Additional Names and Addresses aren’t really necessary because they will pull from the code entered in pos. 40
17. Record 26 – **Geographical Location**
- ◆ Position 3-32: **City Name**
 - ◆ Position 33-34: **State**
 - ◆ Position 35-45: **Zip Code**
 - ◆ Position 46-48: **Country** (if non-US, get code from vendor maintenance – i.e. DE is Germany)
18. Record 28 – **Communications Contact**
- ◆ Position 3-4: **Contact Function Code**
IC = Information Contact
 - ◆ Position 5-39: **Name** (free-form) (The contact’s name – i.e. DAVID KETTELSON)
19. Record 46 – **Line Item Identification**
- ◆ Position 27-45 – **Unit Price** (zero padded, i.e. 000000000000005.00)

20. Record 99 – **Total Order Amount**

- ◆ Position 22-23: **Amount Qualifier**

TT = Total Transaction Amount

- ◆ Position 24-40: **Monetary Amount** (Total value of CLINs, zero padded)

21. Select **File** → **Close** and save the changes.

22. In PD, open **System Administration** → **EDI** task.

23. Highlight your file, on the *Receive* tab, click the [**Recieve**] button.

NOTES:

- ◆ For some records there are more codes available than stated. I only stated what I thought were the more popular ones.
- ◆ Some records may not exist.
- ◆ Positions must be exact

EXPECTED RESULTS:

- ◆ Status = Successful on the *EDI Receive Maintenance* tab in **System Administration**
- ◆ An alert is sent saying the **Offer Evaluation** has been created or a **Quote** has been received/revised/cancelled
- ◆ An **Offer Evaluation** is created with electronic bid
- ◆ The **Lightening bolt** icon displays on the Offer Evaluation

Possible 843 Error Messages

Invalid RFQ Number – there was an error bringing the solicitation number in, the PIIN/UIC must only contain 6 characters, no other quantity will be imported.

Invalid Transaction Set ID – there was an error with F843_1 (Record 1).

Invalid File Format – One possibility is that record 28 was not included for a vendor that has a contact identified in the PD² database.

Unknown Vendor ID Qualifier Code – the vendor's record 25 has no qualifier for the DUNS+4/DUNS/CAGE or an invalid qualifier.

Unknown Vendor ID Code – the vendor DUNS+4/DUNS/CAGE was entered incorrectly.

Unknown Contact – The vendor contact was incorrectly spelled.

File does not contain the most current vendor information – The vendor has been located in the database, but the information provided is not the most current. The information must be updated in the flat file before the flat file can be received.

The vendor cannot be identified for file – There are multiple vendors in the database with the provided Vendor ID Code. The flat file must contain the uniquely identifying ID code before it can be received.

Missing vendor information – The flat file contains a new vendor that is missing mandatory information to be imported into the database. All mandatory information must be included in the flat file before it can be received.

Vendor Name Missing – The flat file contains a new vendor that is missing the vendor's name. The vendor's name must be included in the flat file before it can be received.

Vendor DUNS+4, DUNS or CAGE Code Missing – The flat file contains a new vendor that is missing the vendor's identifier code. The vendor's identifier code must be included in the flat file before it can be received.

Vendor Address Missing – The flat file contains a new vendor that is missing the vendor's street address. The vendor's street address must be included in the flat file before it can be received.

Vendor City Missing – The flat file contains a new vendor that is missing the vendor's city. The vendor's city must be included in the flat file before it can be received.

Vendor State Missing – The flat file contains a new vendor that is missing the vendor's state. The vendor's state must be included in the flat file before it can be received.

Vendor Zip Code Missing – The flat file contains a new vendor that is missing the vendor's zip code. The vendor's zip code must be included in the flat file before it can be received.

Vendor Contact Name Missing – The flat file contains a new vendor that is missing the vendor's contact name. The vendor's contact name must be included in the flat file before it can be received.

Vendor Contact Phone Number Missing – The flat file contains a new vendor that is missing the vendor's contact phone number. The vendor's contact phone number must be included in the flat file before it can be received.

Exit – The structure of the file is corrupt or an invalid record is contained on the flat file (probably 11 or 55)

843 Data not supported by the Offer Eval

Header Record Fields that will populate the comments field on the quote sheet with the sentence, "Data exists in the electronic response that cannot be displayed on this screen. Please contact your System administrator for additional data regarding UDF #####.843."

Record 1, Fields 13, 14, 15, 16, 17, 18 (beginning at space 117)

Record 2, Fields 2, 3 (beginning at space 3)

Record 5, Fields 2, 3 (beginning at space 3)
Record 6, Fields 2-10 (beginning at space 3)
Record 8, Fields 2-7 (beginning at space 3)
Record 9, Fields 2-8 (If Field 2 is not 193, 194 or 069)
Record 10, Fields 2-5 (If Field 2 is not "AU" or "AT")
Record 12, Fields 2-8 (beginning at space 3)
Record 13, Fields 2-5 (beginning at space 3)
Record 14, Fields 2-6 (beginning at space 3)
Record 15, Fields 2, 3 (beginning at space 3)
Record 16, Fields 2-5 (beginning at space 3)
Record 22, Fields 2-5 (beginning at space 3)
Record 23, Field 2 (beginning at space 3)
Record 29, Fields 2, 3 (beginning at space 3)
Record 31, Fields 2-6 (beginning at space 3)

Detail Record Fields that will populate the comments field on the CLIN detail sheet with the sentence, "Data exists in the electronic response that cannot be displayed on this screen. Please contact your System administrator for additional data regarding UDF #####.843."

Record 46, Fields 6-7 (spaces 48-49 and 50-89)
Record 47, Fields 2-7 (beginning at space 3)
Record 48, Fields 2-6 (beginning at space 3)
Record 62, Fields 2, 4 (If Field 2 is not 069, 193 or 194) (beginning at space 3)
Record 66, Field 2 (beginning at space 3)
Record 76, Field 2 (beginning at space 3)
Record 77, Fields 2, 3 (beginning at space 3)
Record 79, Fields 2-5 (beginning at space 3)
Record 80, Field 2 (beginning at space 3)
Record 90, Fields 2-6 (beginning at space 3)
Record 91, Fields 2-7 (beginning at space 3)
Record 92, Field 2-4 (beginning at space 3)