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MT&T Bidder's Conference

BIDS Process Overview and Submission Requirements



Technical Support Working Group
(TSWG)

August 10, 2004



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BAA Package Highlights

- ALL submissions have “placeholders” in BIDS
 - **All Classified submissions mailed to TSWG PO Box**
- Full proposal not to exceed 20 pages
- Study Concept for “new and innovative” ideas
- Submissions due no later than **30 September 2004**
 - **5:00 PM EDT** - << *Regardless of classification* >>
 - **Includes receipt of submission and creation of BIDS submission record**
- Up to 5 awards of \$100K each or \$500K
- Government reserves the right to award none or up to 5 contracts
- Teaming and innovation encouraged
- Accept/Reject email notices back to submitters via BIDS registration POC

ALL submissions must follow BAA package instructions to avoid disqualification!

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BAA Information Delivery System (BIDS)

(URL: <https://www.bids.tswg.gov>)

- BIDS is the TSWG electronic distribution and response system for Broad Agency Announcements.
- Web enabled Information Flow
 - Open access to download BAA packages
 - Rapid upload of response data from registered vendors
 - Paperless and secure (SSL) transmissions
 - Immediate process notifications to participants (via Email)
- Internal Validation/Collaboration
 - Rapid and controlled distribution to Government mission area team
 - Process and tracking control: requires evaluator input by established deadlines
 - Immediate on-line status to group leaders

ANNOUNCEMENT -> REQUEST -> RESPONSE -> AWARD

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BIDS Home Page

www.bids.tswg.gov

- Public Access
- Available 24/7
- SSL encrypted
- Unclassified information only!
- Section 508-compliant



Submitter Forums

Visit Submitter Forums for Teaming Opportunities



[Home](#) | [TSWG.gov](#) | [BIDS](#)

Welcome to the [Technical Support Working Group](#) (TSWG) Discussion Forum. This public Web Forum is provided as a discussion tool for potential submitters to the TSWG Broad Agency Announcements (BAAs). It has been designed to provide thread-based dialog where users can:

- discuss teaming strategies for solutions to posted TSWG requirements,
- provide a method for interested vendors to contact one another to assist in response generation, or
- provide contacts/information useful in a prototype design process.

NOTE: The Web Forum is not an appropriate means to request information or clarifications from the Government. Clarification of requirements posted in various BAAs are managed as described within the BAA. Information or help with responses to the BAA via the "BIDS" web site (www.bids.tswg.gov) is provided in help links or menu options on the BIDS site. Comments or questions regarding the use of BIDS should be addressed directly to the BIDS Administrator at bidshelp@tswg.gov.

Forum Categories

Please select a forum category to view and participate in the discussion.

[General Discussion](#)

General forum discussion not related to other categories.

[Teaming Opportunities](#)

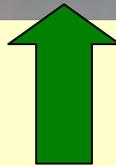
Present and/or discuss teaming opportunities related to TSWG BAA requirements.

[Help Request](#) | [Delete cookies set by this site](#)

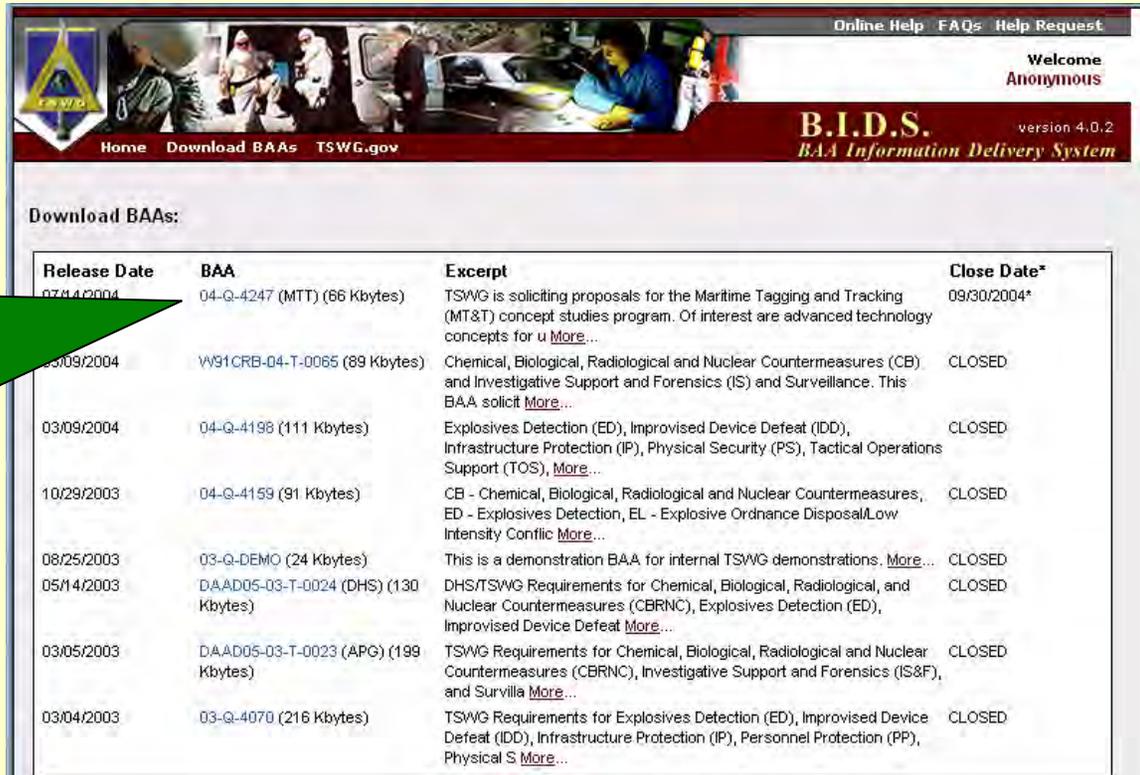
Cookies and JavaScript must be enabled on your web browser in order to use this forum

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Download Information



Download
the
MT&T
BAA
package
using the
blue link



Release Date	BAA	Excerpt	Close Date*
07/14/2004	04-Q-4247 (MTT) (66 Kbytes)	TSWG is soliciting proposals for the Maritime Tagging and Tracking (MT&T) concept studies program. Of interest are advanced technology concepts for u More...	09/30/2004*
03/09/2004	W91CRB-04-T-0065 (89 Kbytes)	Chemical, Biological, Radiological and Nuclear Countermeasures (CB) and Investigative Support and Forensics (IS) and Surveillance. This BAA solicit More...	CLOSED
03/09/2004	04-Q-4198 (111 Kbytes)	Explosives Detection (ED), Improvised Device Defeat (IDD), Infrastructure Protection (IP), Physical Security (PS), Tactical Operations Support (TOS), More...	CLOSED
10/29/2003	04-Q-4159 (91 Kbytes)	CB - Chemical, Biological, Radiological and Nuclear Countermeasures, ED - Explosives Detection, EL - Explosive Ordnance Disposal/Low Intensity Conflict More...	CLOSED
08/25/2003	03-Q-DEMO (24 Kbytes)	This is a demonstration BAA for internal TSWG demonstrations. More...	CLOSED
05/14/2003	DAAD05-03-T-0024 (DHS) (130 Kbytes)	DHS/TSWG Requirements for Chemical, Biological, Radiological, and Nuclear Countermeasures (CBRNC), Explosives Detection (ED), Improvised Device Defeat More...	CLOSED
03/05/2003	DAAD05-03-T-0023 (APG) (199 Kbytes)	TSWG Requirements for Chemical, Biological, Radiological and Nuclear Countermeasures (CBRNC), Investigative Support and Forensics (IS&F), and Surveillance More...	CLOSED
03/04/2003	03-Q-4070 (216 Kbytes)	TSWG Requirements for Explosives Detection (ED), Improvised Device Defeat (IDD), Infrastructure Protection (IP), Personnel Protection (PP), Physical S More...	CLOSED

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UNCLASSIFIED Registration

The image shows two screenshots related to the B.I.D.S. registration process. The top screenshot is the website's header and navigation area. It features a logo on the left, a navigation menu with links for Home, Download BAAs, and TSWG.gov, and a right-hand section with links for Online Help, FAQs, and Help Request. A banner below the navigation says "Welcome Anonymous" and "B.I.D.S. version 4.0.2 BAA Information Delivery System".

The bottom screenshot is a browser window titled "BIDS - New Registration - Microsoft Internet Explorer provided by CTSO/TSWG". It displays a registration form with a "Cancel" button at the top left. The form includes a "Registration Information" section with the following fields:

- *Registration Type: Submitter Evaluator
- *User Name:
- *Password:
- *Confirm Password:

A green box with the text "BE SURE TO SELECT SUBMITTER" is overlaid on the right side of the form. A green arrow points to the "Register" link in the left sidebar of the website screenshot.

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**FILL OUT THE ENTIRE
FORM THEN SUBMIT**

Point of Contact Information

*First Name:

*Last Name:

*Company Name:

Department:

Position:

*Street Address:

*City:

*State: State is required only if the country selected is United States.

*Zip Code:

*Country:

*Phone Number: Extension:

Fax Number:

*Email Address:

Comments:

Company Information

Legal Business Name or Doing Business As (DBA):

CAGE Code:
To register for a CAGE code, go to the [Central Contractor Registration \(CCR\)](#) site.

NCAGE Code: (Foreign companies only)

DUNS Number:

Plus 4:

*Business Type: (Check all that apply)

- 8a Program Participant
- HUB Zone Firm
- Historically Black College/University
- Minority Institution
- Minority Owned
- Large Business
- Small Business
- Small Disadvantaged Business
- Veteran Owned Business Service Disabled
- Woman Owned Business
- Educational Institution
- Nonprofit Institution
- Research Institution
- Government
- Other

*Business Location:

*Congressional District: (State and District Number)

Search by zip code at: www.house.gov/WelCome.html



Submit

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Account Approval



- *Submitter accounts auto-approved*
- *BIDS provides immediate feedback*
- *It may take several minutes for account to be activated*

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Submitter Log-In



Online Help FAQs Help Request

Welcome
Suzanne Schnabel

B.I.D.S. version 4.0.2
BAA Information Delivery System

Home User Management Reports Search TSWG.gov Logout

ADMIN TOOLS
User Management
Setup Requirement
View/Edit Requirements
BAAs & Requirements
Evals Pending COI
Released Submissions
Site Configuration
Search Categories
Submitter Email Text
Late Submission Control
Archive

EVALUATOR TOOLS
To Do List
By Requirement
By Subgroup
By Status
By Category
My Evaluations
Released Submissions
Express Rejections
Reports

DOWNLOADS
BAAs
Reference Materials

Welcome to the [Technical Support Working Group](#) (TSWG) Broad Agency Announcement (BAA) Information Delivery System (BIDS). We thank you for your interest and appreciate your participation in the TSWG BAA solicitation process. Check postings on this site on a regular basis and become an active participant in the rapid research, development, and prototyping of technologies to combat terrorism.

Latest B.I.D.S. Announcements

Updated Postings

POSTED **August 3, 2004 - Important Changes on 04-Q-4247 Bidder's Conference**

Due to the tremendous interest in the Bidder's Conference and to accommodate all who have registered, we have changed the previously planned start time. **The new start time for this conference is 1:30 PM ET and it will last no later than 5:00 PM ET.** The location of the conference remains the same. See the BAA posting below for other key dates. For additional information including directions, please visit the [MT&T Bidder's Conference](#) site.

****** NOTE ******

- ▶ Both registration and a valid security clearance are **mandatory** requirements for attendance/admittance into the bidder's conference. If we have not received your clearance by 1PM ET on Thursday August 5th, 2004, you will NOT be admitted. **There will be no exceptions.**
- ▶ Seating is extremely limited, hence, we strongly encourage you to only have **one** representative from your company attend.

POSTED **July 14, 2004 - Broad Agency Announcement (BAA) 04-Q-4247 POSTED**

TSWG is pleased to announce the posting of BAA 04-Q-4247 for the Maritime Tagging and Tracking (MT&T) concept studies program. The MT&T program will

Remember that this information is Source Selection Sensitive. Do not leave your machine unattended with this information visible.

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Respond to BAA

The screenshot shows the B.I.D.S. (BAA Information Delivery System) interface. At the top, there is a header with the TSWG logo, navigation links (Home, My Submissions, Search, TSWG.gov, Logout), and user information (Welcome SUZSUB, version 4.0.2). Below the header, the 'Show BAA#' section lists three BAAs: 04-Q-4198, 04-Q-4247 (MTT), and W91CRB-04-T-0065. A green arrow points to the 04-Q-4247 (MTT) entry. The 'Respond to BAA:' section shows a dropdown menu with the text 'Please Select Requirement to Respond to.' and the selected option '04-Q-4247 MTT Maritime Tagging and Tracking'. A green box with the text 'SELECT THE 04-Q-4247 BAA' is overlaid on the first screenshot, and another green box with the text 'THE REQUIREMENT APPEARS' is overlaid on the second screenshot.

Online Help FAQs Help Request

Welcome SUZSUB

B.I.D.S. version 4.0.2
BAA Information Delivery System

Home My Submissions Search TSWG.gov Logout

Show BAA#:

04-Q-4198
04-Q-4247 (MTT) ←
W91CRB-04-T-0065

Respond to BAA:
Please Select BAA.

SELECT THE 04-Q-4247 BAA

Online Help FAQs Help Request

Welcome SUZSUB

B.I.D.S. version 4.0.2
BAA Information Delivery System

Home My Submissions Search TSWG.gov Logout

Show BAA#:

04-Q-4198
04-Q-4247 (MTT)
W91CRB-04-T-0065

Respond to BAA:
Please Select Requirement to Respond to.

04-Q-4247
MTT Maritime Tagging and Tracking

THE REQUIREMENT APPEARS

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CHECK THE “CHECKLIST FOR SUBMISSIONS”

Online Help | FAQs | Help Request

Welcome
SUZSUB

B.I.D.S. version 4.0.2
BAA Information Delivery System

Home | My Submissions | Search | TSWG.gov | Logout

Checklist for Submissions

Please check your submittal for the following requirements to ensure compliance with the BAA:

- File must be in the format requested in the BAA package.
- The first page of your submittal must contain: BAA Announcement Number, Mission/Interest Area, Requirement Number and Document Identifier.
- The Header must contain the Document Identifier.
Document Identifier must be in the format described in the BAA. Examples: ATL-100-USERNAME-1234; RCV-824-ABC-1200WP (The last grouping of characters are your Submitter Internal Tracking (SIT) Number. You will be prompted to enter this on the submission form.)
- Digital files must be submitted in the format (Word, Excel, PowerPoint, or PDF) and version as described in the BAA package. Filenames may consist of letters, numbers, dashes (-), and underscores (_) only. Other special characters and spaces are not allowed. NOTE: MAC users may not have spaces or special characters in the entire file path (i.e., volume name).
- Graphic Images must be in a format (GIF/JPEG) that will minimize the file size and support clear display and document printing.
- File size must not exceed 500 KB.
- See the BAA Package for additional information and detailed requirements.

Click OK to upload.

Remember that this information is Source Selection Sensitive. Do not leave your machine unattended with this information visible.
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CLICK OK IF ALL CHECKLIST ITEMS HAVE BEEN COMPLETED ON THE SUBMISSION

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New **Full Proposal** for SUZSUB

*Note: Please review the BAA to be aware of any recent revisions.

BAA #:	04-Q-4247
Requirement:	MTT Maritime Tagging and Tracking
User Name:	SUZSUB
Submission Date:	08/04/2004
Proposal Title:	<input type="text" value="ENTER A DOCUMENT TITLE"/>
Submitter Internal Tracking #:	SC-MTT-SUZSUB- <input type="text" value="ENTER A SIT #"/>
Total Cost Estimate:	US\$ <input type="text" value="ENTER A ROM COST FOR THE SUBMITTAL"/>

The SIT# is a company internal tracking number. Place the cursor in the textbox and enter a tracking number for the submittal. See FAQ section [Submission Preparation](#) for clarification on completing this naming process.

SIT NUMBERS ARE
INTERNAL TO THE
SUBMITTING
COMPANY

For more information on submission preparation refer to the **Downloads** panel of the home page: [BAAs](#) and/or [Reference Materials](#)

Comments:

COMMENT: SUBMITTAL SENT VIA BAA PACKAGE INSTRUCTIONS

Package IAW NISPOM Requirements

Mail to: TSWG; PO Box 16224; Arlington, VA 22215

Attachment:

Your attachment cannot exceed 0.5 MB in size.

ATTACH DOCUMENTS USING THE BROWSE BUTTON

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Suggested Attachment – Cover Page

MTT-ABCTech-FP93004

Submission Cover Sheet
SAMPLE

Submitted to: MTT Maritime Tagging and Tracking

Solicitation Number: BAA 04-Q-4247

Document Identifier: MTT-ABCTech-FP93004

Offeror: ABC Technologies
Street Address
City, State, Zip
Phone
Fax

Congressional State & District: Maryland, 6th District

Business Type: Small Women Owned

Total Estimated Cost: \$100.00

Proposed Contract Type: FFP

Period of Performance: 4 months

Point(s) of Contact Information:

Business: Contracting Officer Name



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SUCCESS MESSAGE

BIDS Submission - Successful

Your Submission has been successfully submitted to the BIDS System. Click on the link below to view your saved Submission:
[EAI Proposal](#)

It is recommended that you click on the link(s) below to test your uploaded Document:
[TechProp.pdf](#), [CostProp.pdf](#)

Note: If you need to reattach a document, you must first remove the current attachment, submit your changes, and then reattach the new document.

Success Message
Submitters are
responsible for
verifying file
attachments

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Submission Status

Online Help FAQs Help Request

Welcome SUZSUB

B.I.D.S. version 4.0.2
BAA Information Delivery System

Home My Submissions Search TSWG.gov Logout

SUBMITTER TOOLS
Respond to BAA
My Submissions

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View Previous View Next

Show BAA#:
02-Q-4962

Submissions for TRON

QC: CB-130-TRON-T3 (Pending Evaluation)
WP: CB-130-TRON-T4-WP (Pending Evaluation)

Status:
Pending Evaluation
Accepted
Rejected

- **Pending Evaluation** – Submission under review
- **Accepted** – Tech team wishes to further pursue solution
- **Rejected** – Tech team does not wish to pursue solution

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Help and FAQs

BIDS - FAQs - Microsoft Internet Explorer provided by CTTSO/TSWG

Create New FAQ View Draft FAQs View Previous View Next Expand All Collapse All Close FAQs

BIDS FAQs

Click ▶ to expand a category. Click ▼ to collapse a category.

- ▶ BAA 04-Q-4198 Questions
- ▶ BAA DAAD05-03-T-0024 (DHS) Questions
- ▶ BAA W91CRB-04-T-0065 Questions
- ▼ Classified Submissions
 - ▶ [How should I handle my submission if it contains classified information?](#)
- ▶ Doing business with the Government
- ▶ Foreign Entities
- ▶ General Questions
- ▶ Submission Preparation
- ▶ Submissions by Government Entities
- ▶ Submissions by Individuals
- ▶ Submissions by Industry
- ▶ Submissions by Universities

Help Request

Welcome Suzanne Schnabel

version 4.0.2
Delivery System

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Format

- All responses must be submitted to TSWG via registered mail using proper classified mailing procedures
- Submittals must be hardcopy in ring binders, with one copy of the entire proposal on a single CD
- A BIDS record for each mailed submission
- 20 pages (including cover page, figures, charts, and tables) on single-sided, single-spaced pages, using no smaller than 12-point font, and 1-inch margins left/right/top/bottom on 8.5 by 11-inch paper
- Microsoft Word, Microsoft Excel or Adobe Acrobat PDF electronic file format.

Read Section 3 of the BAA carefully.

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Technical Content

- Technical portion shall include an Executive Summary, the technical approach, description of relevant prior work, and statement of work.
 - **Address all requirements and how they are met**
- The names, brief biography, and recent publications of key personnel (including alternates, if desired) involved in the research.
- Cost Volume - detail by element of cost
 - Breakdown of materials, direct labor, indirect and other direct costs - supporting exhibits
 - Not included in the page limit

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Contractual Content

- Contractual portion, not included in page limit
- The type of contract preferred, type most used is Cost Plus Fixed Fee (CPFF) or Firm Fixed Price (FFP)
- Proposed duration of effort, and options
- Research will be performed in a classified area, indicate the level of classification and compliance
- List property required to perform the proposed research, separating items to be acquired with contract funds and those to be furnished by the Government

Refer to Section 3.3 and all subparagraphs of the BAA.

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Key BAA Points

- **Read the BAA Package Instructions**
 - **Required formats are REQUIRED**
 - **Hard copy & electronic requirements**
 - **File name must not have spaces or special characters**
- **Respond to the REQUIREMENT**
- **Be aware of the closing date and time**
- **Submit to the correct BAA -- 04-Q-4247**
- **Every submission MUST have BIDS record for tracking purposes**
- **Document Identifier components:**
 - SC-MTT-USERID-SIT Number**
- **Register early! Submit early!**

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Communication

- **No one outside the issuing office can provide guidance on the BAA**
- **Contracts, technical and administrative questions only email 04-Q-4247Questions@tswg.gov**
- **Clearance Information: Send to TSWG Security**
 - **Unclassified Phone number: (703) 604-0189**
- **All Classified Questions Secure Fax: (703) 604-0187**
 - **Must include:**
 - **Attn: BAA 04-Q-4247 Contracting Officer**
 - **Submitter POC and clearance information**
 - **BIDS User ID and SIT number (once generated)**
- **Use current email addresses for this BAA.**
 - **(Old email addresses for other BAAs will delay responses.)**

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Key Points of Contact

- **Contracting Officer**
 - 04-Q-4247Questions@tswg.gov
 - **BIDS**
 - www.bids.tswg.gov
 - **Help Request & FAQ**
- **Security**
 - **Classified** Questions via Secure Fax:
 - (703) 604-0187

Discussion Forum at www.tswg.gov
Submitter site for potential teaming opportunities!