## **About the Application**

The entire acquisition process is available from the client's PC desktop.

#### CSTARS features include:

Creating Requisitions;
Review and Approval;
Purchase Requests;
Creating a Procurement Plan;
Vendor Management;
Synopsizing an Award;
Solicitations;
Awards;
Modifications;
Reporting;
Contract Administration; and
Workload Management.

Use CSTARS to generate standard reports that give complete visibility to the procurement process. Reports can easily identify a bureau's top contracts and the commodity or service. In addition, STARS tracks Procurement Action Lead Times (PALT) for order placement. CSTARS enables managers to identify procurement strengths and weaknesses and helps improve both workforce and vendor productivity.

### **Points of Contact**

If you have questions about CSTARS, please contact one of the following:

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#### **Office of Acquisition Management**



# Commerce STandard Acquisition and Reporting System



#### What is CSTARS?

CSTARS is an enterprise-wide procurement system providing a standard business process for the Department of Commerce acquisition workforce.

CSTARS also assists the bureaus in achieving various goals, including:

Increase compliance with legislative and regulatory requirements mandating the use of e-commerce, e-business and technology;

Support an integrated policy, planning and budgeting process;

Ensure reliable and accurate department-wide procurement related financial information;

Provide improved customer service;

Lower purchasing costs; and

Support Electronic Government.



#### About our Users

Currently, CSTARS is used by approximately 500 Department of Commerce Acquisition professionals. Monthly User Group meetings are held the first Thursday of every month and are hosted at the various bureaus. This forum allows for the open exchange of pertinent and timely information among this diverse community of users. Some of the topics of discussion include:

Financial Interface; Data Warehouse; e-Gov Initiatives;



Release and Update Information; IT Security; and

User Issues and Concerns.

#### **Financial Interface**

The CSTARS to CAMS Financial Interface is an enterprise-wide effort which will provide Acquisition and Finance users with:

Single Point for Data Entry; Upfront funds control and validation; Near real-time exchange of data; and a system that is customer friendly.

This effort utilizes the latest in Enterprise Application Interface technology and has been successfully piloted.

The full implementation plan is being developed utilizing resources from the IT, Finance and Acquisition areas.

#### **Data Warehouse**

The CSTARS Data Warehouse provides the Departments' acquisition community with a one-stop resource for contracting reports and data. The data warehouse is there to:

increase the availability and access to information for strategic management and acquisition decision making; minimize administrative costs; and increase our responsiveness, communication and cooperation with our customers.

Several primed reports are available for users to access and analyze.

#### **Our Partners**





