

September 8, 2004

Dear Transportation Service Providers:

This Request for Offers (RFO) transmits the Special Filing Instructions (SFI) for the submission of rate offers on behalf of the **National Industries for the Blind and Severly Handicapped (NIB/NISH)** and **Western Distribution Center (WDC)** freight-all-kinds (fak) traffic. Rate offers filed in response to this RFO will be in accordance with the terms and conditions of the GSA Standard Tender of Service (STOS), this RFO and its SFI. Please note that in some instances this RFO and its SFI will deviate from and will supersede those published in the STOS, General Freight Tender of Service No. 1-F (GSA TOS No. 1-F), supplements and reissues thereto.

Traffic to be included under this Request and its SFI will be freight-all-kinds (FAK) shipments moving via closed van for all less than truckload (LTL) (0 pounds to 10,000 pounds) shipments and all truckload (TL) (20,000 pounds to 40,000 pounds and over) shipments. Rates will be applicable only to interstate shipments moving in the Continental United States (CONUS) and the identified intrastate shipments within CONUS.

Please be aware that electronic rate offers previously accepted will automatically expire on October 31, 2004; consequently, it is imperative that all firms submit new rate offers electronically in accordance with this RFO and SFI if a firm wants rates effective November 1, 2004.

All Transportation Service Providers (TSP's) who have met GSA's approval requirements per the STOS 1-F Section 2, Participation, may submit rate offers in accordance with this RFO. Tariff Publishing Agents/Rate Filing Service Providers (RFSP) who have a valid Trading Partner Agreement on file with the Program Management Office (PMO) and have met all other approval requirements established by GSA may act as a Tariff Publishing Agent/Rate Filing Service Provider on behalf of approved firms. Rate offers submitted in response to this RFO and SFI must be submitted to GSA in accordance with Sections 8, 9, 10, & 11 - **NO PAPER RATE OFFERS WILL BE ACCEPTED.**

Please note the following significant items/changes:

Mandatory E-mail Address: Per Section 10 booking office e-mails by route level have become mandatory for the purpose of online booking within TMSS;

New SRO Codes/Changes:

National Industries for the Blind and Severly Handicapped Section 8:

- SRO Code NIA03 has been added to this RFO and SFI.
- SRO Code NRI01 has moved to a new address.

Western Distribution Center Section 9:

- SRO codes CDC01 through CDC21 have been regrouped in to new service areas and the service areas SRO codes have changed to CDC30 through CDC39.

- TSP's submitting less than truckload and truckload rate offers for the Western Distribution Center will utilize the B2 rate type. Please note that the C1, C2, C3, C4, & C5 rate types will not apply to SRO Codes WDC50 – WDC57
- WDC (fak) rates will be two year non-alternating SRO's with no supplemental filing window.

Electronic Rate Filing: All rate offers must be transmitted electronically. The Government will not consider any rate offer that is not transmitted electronically. Further, electronic transmissions that do not conform to formatting requirements specified in this Request and SFI in Sections 8, 9 and 10 will not be accepted. NOTE: If your firm intends to transmit its own rate offer via File Transfer Protocol (FTP) instead of using an RFSP or by utilizing the TMSS on-line rate filing, and you do not have a user id and password for the FTP server, you will need to contact PMO per Section 11;

Electronic Rate Submission by FTP: Electronic rate offers must be submitted to GSA in accordance with the time frames identified in this RFO and SFI per Sections 1-2. Per Section 11, once a rate file is submitted by FTP, it will be processed for errors that evening, and an error report will be submitted back to the RFSP or TSP FTP directory immediately following validation. An e-mail will also be sent to the TSP or RFSP identifying the number of records added, rejected, and identified as suspect. TSPs and RFSPs may continue submitting corrections until all errors are corrected or until the closing date. Rate files and error corrections submitted on the closing date will be accepted into the system, pending any errors. A TSP will not have an opportunity to correct any errors detected in a file submitted on the closing date; **(note; see Section 11 for further details)**

If you have any questions with regard to this RFO, SFI, or the STOS, please contact Maria Gutierrez at (415) 522-2846 or by e-mail at [maria.gutierrez@gsa.gov](mailto:maria.gutierrez@gsa.gov). Questions dealing with the submission of electronic rate offers should be directed to Carey DeForest at (816) 823-3646 or e-mail at [carey.deforest@gsa.gov](mailto:carey.deforest@gsa.gov).

Sincerely:

/s/ Ed Hodges

Ed Hodges, Director  
Property & Traffic Management Division