

March 8, 2006,

Dear Transportation Service Providers (TSPs):

This Request for Offers (RFO) transmits the Filing Instructions (FI) for the submission of rate offers for the General Services Administration (GSA) Standard Tender of Service (STOS), General Freight Traffic Management Program traffic. Rate offers filed in response to this RFO will be in accordance with the terms and conditions of the GSA STOS and this RFO and these FI. Please note that in some instances this RFO and these FI 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. Rate offers accepted in response to this RFO and these FI will be for the filing period of **May 1, 2006, through April 30, 2007.**

Traffic to be included under this RFO and its FI 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 which fall into one or more of the three categories identified in Section 1 of this RFO and its FI. Rate offers are being requested for the following types of traffic:

- General Freight rate offers (Section 8);
- Intrastate Alaska rate offers (Section 8);
- Fire Suppression Support Service rate offers (Section 10);
- US Mint rate offers (Section 11)
- Federal Aviation Administration, Oklahoma City, OK, rate offers (Section 12);
- Agency Specific Non-Alternating rate offers (Section 13).
- Agency Specific Alternating rate offers (Section 14).

Please be aware that electronic rate offers previously accepted for the above types of traffic will automatically expire on April 30, 2006; **consequently, it is imperative that all firms must submit new rate offers electronically in accordance with this RFO and these FI to have rates effective May 1, 2006.**

All rate offers submitted in response to this RFO and these FI must be submitted to GSA in accordance with Sections 15 and 16- **NO PAPER RATE OFFERS** will be accepted. TSPs and Rate Filing Service Providers (RFSPs) have the option of submitting rates per Section 15 and 16 or by utilizing the rate filing capabilities of GSA's Transportation Management Services Solution system (TMSS). TSPs and RFSPs are highly encouraged to file rates early in the filing period to assure sufficient time to correct unacceptable rate filings prior to the close date of April 05, 2005.

Only those TSPs and RFSPs who have met the established approval requirements, per GSA's TOS No.1-F Section 2 Participation, may submit rate offers in accordance with this RFO and these FI.

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Please note the following significant items:

1. **Transaction Fee, December 9, 2005 Federal Register Notice:** The transaction fee proposed in the Federal Register Notice dated December, 9 2005, WILL NOT apply to the traffic identified in this RFO and these FI.

2. **TMSS On-Line Booking Requests:** TSPs participating in this RFO and these FI are required to respond electronically via TMSS to all on-line booking requests generated by TMSS and sent by a participating agency. As a result, by the submission of a rate offer(s) in accordance with this RFO and these FI, the submitting TSP certifies that it possesses the ability to respond electronically via TMSS to all shipments booked on-line.

3. **Section 9 (RESERVED):** GSA is no longer requesting or accepting rate offers for the U.S. Postal Service. Any questions should be directed to the U.S. Postal Service.

4. **Section 10 Fire Suppression:** In Section 10-2.B.6, Expedited Service (Item 480) will now be included, at no additional cost, when submitting cents per mile rate offers.

5. **Section 11 U. S. Mint:** The U. S. Mint has modified their insurance requirements for Non-Alternating Standing Route Orders (SRO) pennies, nickels and combined shipments of pennies and nickels, therefore establishing new SRO Agency Identifiers. The four (4) new SRO codes are two (2) for pennies (USMCP, USMPP) and two (2) for nickels (USMCN, USMPN). Occasionally the US Mint might combine pennies and nickels on one shipment. On those occasions, the US Mint will only select TSPs with nickel rate offers on file (USMCN, USMPN). Please review the requirements and Enclosure 1 carefully as some Facilities may require extra equipment and/or services. Certain services, as identified in Enclosure 1, must be included in the TSP's single factor rate.

6. **Data Universal Numbering System (DUNS) and E-Mail address:** TSPs submitting rate offers under this RFO and these FI may provide a valid Data Universal Numbering System (DUNS) within the header record of the rate file. TSPs submitting rates via TMSS may also provide a DUNS number on the appropriate TMSS screen. A DUNS number is defined as a unique nine character identification number provided by Dun & Bradstreet (D&B). Assignment of a DUNS number is absolutely FREE for all entities required to register with the federal government by a regulatory agency. For on-the-spot DUNS number assignment the requestor should do this by calling the government dedicated DUNS Number self-request line at: 1-(866)-705-5711. Web registration is <https://eupdate.dnb.com/requestoptions/government/ccrreg/> and the requestor is contacted within 48 hours via electronic mail with the DUNS number.

7. **Taxpayer ID number (TIN) and E-Mail address:** TSPs submitting rate offers under this RFO AND these FI must provide a valid TIN within the header record of the rate file. TSPs submitting rates via TMSS are also mandated to provide a TIN number on the appropriate TMSS screen. A TIN is defined as a business entity's Employer Identification Number (EIN).

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Rate offers will not be accepted without a valid TIN on file. TSPs must also submit an email address with each rate submitted and are encouraged to provide a fax number.

8. Continuation of Existing Rate Offers Filed via TMSS: If submitting rates via TMSS for the identified traffic during the initial rate filing window of March 08, 2006 through April 05, 2006, please note that if a TSP has existing rates on file in TMSS for the identified traffic that those rate offers automatically expire April 30, 2006. In order to continue those rates for an effective date of May 01, 2006, at least one change must be made to each rate tender on file within TMSS. **A change could be adding a new rate, modifying an existing rate, or modifying a phone number, fax number or e-mail address. If a TSP does not wish to make one of these changes, the tender number(s) must be changed in order to “submit” the tender(s) for an effective date of May 01, 2006. Existing tenders that do not have any changes made to them during the open filing window will be deleted from TMSS effective April 30, 2006 and will not be carried over for an effective date of May 1, 2006.**

9. 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 the formatting requirements specified in this RFO and these FI in Sections 8, 10, 11, 12, 13 and 14 will not be accepted. NOTE: If your firm intends to transmit its own rate offer via FTP instead of using a RFSP or the TMSS on-line rate filing capabilities and you do not have a user id and password for the FTP server, you will need to contact the Program Management Office (PMO) as identified in Section 16.

10. Electronic Rate Submission by FTP: Electronic rate offers must be submitted to GSA in accordance with the time frames identified in this RFO and these FI per Section 1-2. Per Section 16, 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 of April 05, 2006. Rate files and error corrections submitted on the closing date of April 05, 2006, will be accepted and validated at 10:00am, 1:00pm, and 4:30pm CST. TSPs and RFSPs will not have an opportunity to correct any errors detected in a file submitted during the 4:30pm validation (**see Section 1, Paragraph 1-2.B and Section 16 for further details**). Rate offers created using TMSS are validated in real time.

If you have any questions, please contact Jim Stroup of my staff at (816) 823-3646 or via e-mail at jim.stroup@gsa.gov.

Sincerely,

/s/ Ed Hodges

Ed Hodges
Director, Property & Traffic Management Division (6FBD)

Enclosure