

September 1, 2005

Dear Transportation Service Providers:

This Request for Offers (RFO) transmits the Special Filing Instructions (SFI) for the submission of non-alternating rate offers on behalf of the **National Industries for the Blind and Severly Handicapped (NIB/NISH)** and the **Eastern Distribution Center (EDC), Burlington, NJ** for freight-all-kinds (FAK) traffic. Please note that rate offers for the **Western Distribution Center** are on a two (2) year filing cycle and do not expire until **October 31, 2006**. Rate offers filed in response to this RFO and its SFI will be in accordance with the terms and conditions of the General Services Administration's (GSA's) 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 RFO and its SFI will be 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, 2005 (with the exception of the Western Distribution Center); consequently, it is imperative that all firms submit new rate offers electronically in accordance with this RFO and its SFI if a firm wants rates effective November 1, 2005.

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 and its SFI. 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 RFSP on behalf of approved firms. Rate offers submitted in response to this RFO and its SFI must be submitted to GSA in accordance with Sections 8, 10, 11 & 12 - **NO PAPER RATE OFFERS WILL BE ACCEPTED.**

Please note the following significant items/changes:

1. EDC Traffic: Please pay close attention to the EDC traffic identified in Section 10 of this RFO and its SFI as this is the first time that GSA has requested the electronic submission of rate offers for the EDC for inclusion in the Transportation Management Services Solution (TMSS) system. For the EDC Service Area Codes EDC01 – EDC05, only truckload rate offers are being requested. For the EDC Service Area Codes EDC06 – EDC30, only less-than-truckload rate offers are being requested. All accepted rate offers will

be effective for the time period of November 1, 2005, through October 31, 2006, with the EDC having an option to extend through October 31, 2007.

2. Continuation of Existing Rate Offers Filed via TMSS: If submitting rates via TMSS for the identified NIB/NISH traffic during the initial rate filing window of September 1, 2005 through October 5, 2005, please note that if a TSP has existing rates on file in TMSS for NIB/NISH that those rate offers automatically expire October 31, 2005. In order to continue those rates for an effective date of November 1, 2005, at least one change must be made to each rate tender on file within TMSS. If a TSP does not wish to change an existing rate or add a new rate, the tender number(s) must be changed in order to “submit” the tender(s) for an effective date of November 1, 2005. Existing tenders that do not have any changes made to them during the open filing window will be deleted from TMSS effective October 31, 2005. The above does not apply to the identified EDC traffic as this is the first time rates have been requested electronically for the EDC.

3. Taxpayer ID Number (TIN) and E-Mail Address: TSPs submitting rate offers under this RFO and its SFI 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). Rate offers will not be accepted without a valid TIN on file. For those TSPs not submitting rate offers in response to this RFO and its SFI, GSA requests that TSPs access TMSS during the open filing window and select “Freight Rate Filing.” TSPs will then be given the opportunity to verify or update their TIN. Valid TINs will become a requirement for participation once the Payment module is implemented within TMSS. TSPs must also submit an email address with each rate submitted and are encouraged to provide a fax number.

4. NIB/NISH Traffic: A new NIB/NISH work center has been added to Section 8 of this RFO and its SFI for the Heartland Cup Company in Allen, OK (NOK02). The verbiage “Cargo may require TSP offload at destination” has been added to the description of NOK01. In addition, several other changes to existing addresses and/or phone numbers have been made and are highlighted in red within Paragraph 8-1.B.

5. 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 RFO and its SFI in Sections 8, 10, 11 and 12 will not be accepted. NOTE: If your firm intends to transmit its own rate offer via the File Transfer Protocol (FTP) instead of using an 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 PMO as identified in Section 12.

6. Electronic Rate Submission by FTP: Electronic rate offers must be submitted to GSA in accordance with the time frames identified Section 1, Paragraph 1-2. of this RFO and its SFI. Per Section 12, 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 TSP’s or RFSP’s 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 October 5, 2005. Rate files and error corrections submitted on the closing date of October 5, 2005, 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 12 for further details**). Rate offers created using TMSS are validated in real time.

If you have any questions regarding the identified NIB/NISH traffic, please contact Maria Gutierrez at (415) 522-2846 or via e-mail at maria.gutierrez@gsa.gov. Questions regarding the identified EDC traffic should be directed to Mathis Gardner at (202) 619-8933 or via e-mail at mathis.gardner@gsa.gov. Questions dealing with the submission of electronic rate offers should be directed to Jim Stroup at (816) 823-3646 or via e-mail at jim.stroup@gsa.gov.

Sincerely:

Ed Hodges

Ed Hodges, Director
Property & Traffic Management Division