

## APD ALERT



### **Choosing the Appropriate Contract Vehicle for Blanket Purchase Agreements (BPAs) Calls in the Integrated Acquisition System (IAS)**

#### **Purpose:**

The purpose of this Alert is to inform acquisition personnel the importance of choosing the appropriate contract vehicle when entering Blanket Purchase Agreement (BPA) calls in the Integrated Acquisition System (IAS).

#### **Background:**

Recently, BPA calls have been incorrectly entered in IAS as Delivery/Task Orders that are generating errors that cause significant additional work to successfully validate the Individual Contract Action Report, in the Federal Procurement Data System – Next Generation (FPDS-NG).

#### **How do I properly input a BPA Call Order in IAS?**

When entering the BPA Call in IAS, select “BPA Call” under the “Document Type” drop down menu. Follow the appropriate steps to complete the BPA Call in IAS. At time of award, the information pertaining to the BPA Call will then properly transfer to FPDS-NG.

If you have any questions regarding BPA Calls, contact your Business Service Center (BSC) Acquisition Branch Chief. Questions regarding this Alert, contact:

[APOB@ars.usda.gov](mailto:APOB@ars.usda.gov) or 301-504-1725.

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