



**U.S. Army Expeditionary
Contracting Command**



Regional Contracting Office-Soto Cano, Honduras

Instrucciones Para Obtener los Numeros:

- DUNS
- NCAGE

Version: Enero 14, 2013



Contenido:

- Paginas de Oportunidades de Negocio
- Instrucciones de Registro – Numero DUNS
- Instrucciones de Registro – Numero NCAGE



Paginas de Oportunidades de Negocios

- <https://acquisition.army.mil/asfi/default.cfm> (Pagina Global)
- <https://www.fbo.gov> (Pagina Global)
- <http://newpreview.afnews.af.mil/jtfb/units/rso-contracting/index.asp> (Pagina Regional)



NUMERO *D-U-N-S*



Instrucciones de Registro – Numero DUNS

Pagina de Acceso:

- <http://fedgov.dnb.com/webform>



PASO #1

System for Award Manag... Welcome to the U.S. Fed... System for Award Manag... CCR Webform : Home

fedgov.dnb.com/webform

D&B
Decide with Confidence

D&B DUNS Numbers™
for US Government Contractors & Grantees

Welcome to D&B. This site and online request form is dedicated to assisting customers doing business with the US Federal Government.

Begin D-U-N-S Search/
Request Process

About the D&B
D-U-N-S Number

Frequently Asked
Questions (FAQ)

D&B, CCR, Grants
Contacts

D&B's Privacy
and Data Policy

Accessibility

Welcome to the D&B D-U-N-S Request Service
for US Federal Government Contractors and Grantees

Dun & Bradstreet (D&B) provides a D-U-N-S Number, a unique nine digit identification number, for each physical location of your business.

D-U-N-S Number assignment is FREE for all businesses required to register with the US Federal government for contracts or grants.

Click here to request your D-U-N-S Number via the Web. If one does not exist for your business location, it can be created within 1 business day.

For technical difficulties, contact govt@dnb.com **Pulse Aqi**

Spam-blockers and other security features on your computer or network could block our email responses which may include your DUNS Number. Please ensure that you are able to receive emails from govt@dnb.com. Adding govt@dnb.com to your address book may help prevent our emails from being inadvertently blocked.



PASO #2



Decide with Confidence

D&B DUNS Numbers™
for US Government
Contractors & Grantees

Company Lookup > Search >

Search

D&B D-U-N-S Request
Home Page

About the D&B
D-U-N-S Number

Frequently Asked
Questions (FAQ)

D&B, CCR, Grants
Contacts

D&B's Privacy
and Data Policy

Accessibility

Please select the country or territory where your company is physically located, then click continue. If you do not see your country or territory listed, please contact govt@dnb.com

HONDURAS

- FRANCE
- FRENCH POLYNESIA
- FRENCH POLYNESIA/TAHITI
- GABON REPUBLIC
- GAMBIA
- GEORGIA
- GERMANY
- GHANA
- GIBRALTAR
- GREECE
- GREENLAND
- GRENADA
- GUADELOUPE
- GUAM
- GUATEMALA
- GUINEA BISSAU
- GUINEA (REPUBLIC OF)
- GUYANA
- HAITI
- HONDURAS

Buscar Su Pais y Pulsar
"Continue"



PASO #3



D&B D-U-N-S Request Home Page

About the D&B D-U-N-S Number

Frequently Asked Questions (FAQ)

D&B, CCR, Grants Contacts

D&B's Privacy and Data Policy

Accessibility

Please select the country or territory where your company is physically located, then click continue. If you do not see your country or territory listed, please contact govt@dnb.com

HONDURAS

Enter the following information for companies located in HONDURAS and click the submit button to execute your search.

Business Name
Street
City
Phone



Click here for a new image
Click here to listen to audio
Click here to download wav file

Enter the verification code shown

This is to prevent automated registrations

Introduzca el nombre legal de su empresa, direccion, numero de telefono y el codigo de seguridad que aparece en negritas. Luego Presione "Submit".



PASO #4



Decide with Confidence

D&B DUNS Numbers™
for US Government
Contractors & Grantees

Company Lookup > Search > Results >

Search Results

Your search returned the following results...**

Guillermo Mejia Cobos,
S.A.
6 Ave, 2 y 3 Calles S.O.
12-
San Pedro Sula, HO

Request Your Existing D-U-N-S Number
View/Modify Your Information

Si el nombre de su empresa aparece, solamente pulse "Request Your Existing D-U-N-S Number" y siga las instrucciones.

PAREDES
MEJIA,=GUILLERMO=
7 AVENIDA ENTRE 8
AND 9 CALLES
COMAYAGUELA, HO

Request Your Existing D-U-N-S Number
View/Modify Your Information

LOPEZ ITERIANO,
=GUILLERMO
FRANCISCO=
5A AVE & 11 CALLE
COMAYAGUELA, HO

Request Your Existing D-U-N-S Number
View/Modify Your Information

If you do not see your company listed above...

Search Again (try a former business address) OR

Request a New D-U-N-S Number

Si el nombre de su empresa no aparece, pulse "Request a New D-U-N-S Number".

** If you are not able to distinguish your location from the search results please contact D&B at gov@dnb.com

If you have technical difficulties, please contact gov@dnb.com

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javascript:doSubmitNewDuns()



PASO #5



D-U-N-S Number Request > Search > Enter Your Company Information >

Request for New D-U-N-S Number

Any affiliated companies at the same address, will not be affected. If there are affiliated companies at the same address, please specify in the Notes section.

Complete the information below to obtain a new D-U-N-S Number for your company's physical location.

Note: All fields are required unless otherwise indicated.

Company Name

? Legal Name

? Legal Structure

? Tradestyle Name 1 (optional)

Tradestyle Name 2

Tradestyle Name 3

? Phone Number of Business

Physical Address

? Street

? City

? State

? Zip Code + 4/Postal Code

Country

Mailing Address (optional) Same as Physical Address

? Street/ P.O. Box

City

State

Zip Code + 4/Postal Code

Country

Llene la informacion pertinente a su empresa:

El Nombre de la Compañia
La Direccion Fisica
La Direccion de Correos.

Si la direccion Direccion Fisica es igual a la Direccion de Correos, simplemente pulse en el cuadro de "Same as Physical Address".





PASO #6

The screenshot shows a web browser window with the URL `fedgov.dnb.com/webform/newReq.do?hdncompanynumber=-1&browser=&hdnCompanyName=&hdnAddress=&hdnCity=&hdnState=&hdnZip=&hdnCountry=&hdnDuns=&hdnTradeStyleName=&newCc`. The form is titled "Organization Information" and contains the following fields:

- Executive Name:
- Title:
- Primary SIC code: (circled in red)
- Description of Operations:
- Socioeconomic Data:
- Number of Employees(includes owners, partners, and/or officers):
- Annual Sales or Revenue:
- Parent Organization (optional):
- Name:
- Street:
- City:
- State:
- Zip Code + 4/Postal Code:
- Country:
- Notes (optional):

Annotations on the screenshot include:

- A red oval around the "Primary SIC code" field.
- A red arrow pointing from the "Primary SIC code" field to the text: "Llene la informacion ejecutiva de su empresa: Informacion de la Organizacion Organizacion Madre (Si es rama de alguna empresa madre) Notas (Opcional)".
- A red arrow pointing from the "Submit Your Request" button to the text: "Pulse 'Submit Your Request' cuando llene todos los espacios."
- A red circle around the "Submit Your Request" button.
- A blue circle around the question mark icon next to the "Primary SIC code" field.

Additional text on the right side of the screenshot:

Llene la informacion ejecutiva de su empresa:
Informacion de la Organizacion
 Organizacion Madre (Si es rama de alguna empresa madre)
 Notas (Opcional)

****IMPORTANTE:** Pulsar el signo de ? y buscar su SIC number en la direccion que se proporciona. En la pagina que aparezca ponga el rubro principal de la empresa en ingles y oprima "search". Anote el numero de 4 digitos e introduzcalo en el espacio "Primary SIC Code"

If you have technical difficulties, please contact govt@dnb.com



PASO #7

System for Award Manag... Welcome to the U.S. Fed... System for Award Manag... CCR Webform : verificac... Standard Industrial Classif...

fedgov.dnb.com/webform/NewDunsRequest.do

D&B Decide with Confidence

for US Government Contractors & Grantees

D-U-N-S Number Request > Search > Enter Your Company Information > Verify Information Page >

Verification Page

Company Name

? Legal Name

? Phone Number of Business

Physical Address

? Street

? City

? State

? Zip Code + 4/Postal Code

Country

Organization Information

? Executive Name

Esta es una pagina de verificacion de informacion:

Si no hay cambios pulse "Yes, Continue"

Si hay cambios en la informacion pulse "No, Change Information"

You affirm that you are a principal, owner or officer of the entity for which you are submitting proposed information and/or changes and that you are properly authorized to submit these changes. You also agree not to knowingly provide any false or misleading information to D&B. Knowingly providing false or misleading information may result in criminal or civil penalties as per [Title 18, Section 1001 of the US Criminal Code](#), and may negatively impact the status of the D&B report maintained on this company.

This also includes the use of a Shelf Corporation. D&B defines a Shelf Corporation as one that exhibits either of the following characteristics: (1) An aged corporation where no prior business activities could be confirmed or (2) An aged corporation that was revoked, dissolved or went to a dormant status, and is subsequently reinstated and is under new control. It is D&B's policy that the historical business activity of a Shelf Corporation, if any, will not be factored into the determination of such Shelf Corporation's start date. As such, any individual who attempts to misrepresent the start date of their business through the use of a Shelf Corporation or any other means is immediately put on information alert status or higher-risk status. In addition, the criminal penalties mentioned above may apply.

This is the information that you will be submitting, is this correct?

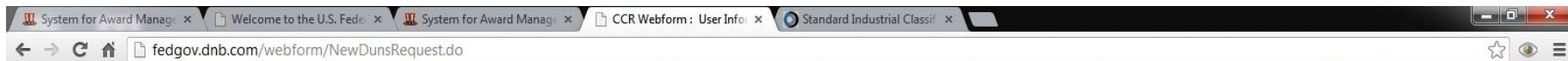
Yes, Continue

No, Change Information

If you have technical difficulties, please contact gov@dnb.com



PASO #8



Decide with Confidence

D&B DUNS Numbers™
for US Government
Contractors & Grantees

D-U-N-S Number Registration > Search > Results > Enter Your Company Information > Your Information >

Contact Information

Please Complete the following information so we may process your request.

Note: All fields are required.

Your Information

First Name

Last Name

Title

Phone

E-mail

Re-Enter E-mail

← Introduzca su informacion de contacto.

Please indicate only one category that describes the relationship you have or plan on seeking for providing goods and services under the legal business name you indicated:

- Federal Government Contractor or Vendor
- Federal Government Grantee or Applicant
- Both, Federal Government Contractor and a Federal Government Grantee
- U.S State Contractor or Grantee, please indicate which U.S State

← No cambiar, esto nos dice que es un contratista o vendedor para el Gobierno Federal.

Do you understand that issuance of a D-U-N-S Number may lead to D&B contacting you periodically to maintain the accuracy of your entity's information on file?

Yes

← Pulsar, Yes, que nos confirma que entiende que se le puede contactar periodicamente para verificar informacion.



Click here for a new image
Click here to listen to audio
Click here to download wav file

← Completar el codigo de seguridad.

Enter the verification code shown:

← Pulsar "Submit Your Request" cuando llene todo.

[Submit Your Request](#)



U.S. Army Expeditionary Contracting Command



PASO #9

System for Award Manag... Welcome to the U.S. Fed... System for Award Manag... CCR Webform : D-U-N-S | x Standard Industrial Classif... x

fedgov.dnb.com/webform/UserInfo.do



Decide with Confidence

D&B DUNS Numbers™
for US Government
Contractors & Grantees

D-U-N-S Number Request Submitted

Thank You

Your D-U-N-S Number will be sent to the e-mail address you provided.

If you have any questions, please contact govt@dnb.com.

**Confirmacion de que ha
terminado el proceso de
solicitar su numero DUNS.**

[Please click here to go to the search page](#)

If you have technical difficulties, please contact govt@dnb.com

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Numero DUNS - Informacion

- Le estaran enviando el numero DUNS o contactando por informacion dentro de 1 -5 dias habiles.
- Sino ha recibido nungun correo de parte de las autoridades del DUNS, escribir a: govt@dnb.com.
- Cualquier pregunta pertinente al Numero DUNS, escriba a: govt@dnb.com.



NUMERO *NCA*GE



Instrucciones de Registro – Numero NCAGE

Pagina de Acceso:

- https://eportal.nspa.nato.int/public/default_eportal.aspx



PASO #1



NSPA Applications ePortal

NSPA Website eng

Welcome to ePortal

Welcome to NSPA Applications ePortal!

ePortal is your secured gateway to the NSPA applications. To directly access these applications, registered users can click on any of the product names below.

- eCIS
- eNADB
- InfoHub
- N@MSIS
- NCIS
- NDA
- NLSE
- NMBS
- NMCR
- SIG
- SORT
- SUPDOC

eProcurement

The NSPA ePortal contains a new eProcurement module which in addition to an improved eBid application also hosts Future Business Opportunities – advanced notification of future large procurement opportunities and the ability to view and bid upon both Notices of Intent (NOIs) and Requests For Proposals (RFPs) for Infrastructure Projects.

[Enter eProcurement](#)

The NATO Codification System - NCS

While all armed forces must maintain their equipment in a perpetual state of operational readiness to ensure the sovereignty of their nation, the equipment must be supported throughout its life cycle. Armed forces must concurrently realise savings by avoiding duplication and simplifying administration. As a result, NATO nations have developed a common codification system whose utility is incorporated in various tools.

[Enter NCS](#)

Pulse Aqui →

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NSPA – Rue de la Gare – L-8302 Capellen – G.D. Luxembourg



PASO #2

Home

NATO Codification Tools

NMCRL-WEB NMCRL-DVT **CAGE Code Request** ACodP2/3

Home

NATO Support Agency (NSPA)

Dear User,

At the Lisbon Summit on 19-20 November 2010, Heads of State and Government agreed to rationalize the functions and programmes of the NATO agencies and consolidate them in three entities.

As a result, and following a structured transition process, the former in-service support agencies NAMSA (NATO Maintenance Supply Agency), NAMA (NATO Airlift Management Agency) and CEPMA (Central Europe Pipeline Management Agency) has been merged into new single Agency known as the NATO Support Agency, or "NSPA" effective 01 July 2012.

We are also pleased to announce that the NATOLOG products have been integrated into the [NSPA Applications ePortal](#).

This integration brings additional security, single point of entry, single sign-on and consistent graphical interface for NATOLOG products and other NSPA web applications.

Best regards,
The NCS Team

Welcome

Welcome to the online NATO Codification tools published by AC/135 (www.nato.int/codification):

- NATO MASTER CATALOGUE OF REFERENCES FOR LOGISTICS (NMCRL).
- NATO COMMERCIAL AND GOVERNMENTAL ENTITIES (NCAGE) Tool.
- NATO MULTILINGUAL CLASSIFICATION AND ITEM NAME DIRECTORIES (ACODP-2/3)

The minimum requirement to use the NATO Codification Web sites are:

- Screen resolution: 1024x768
- Browser supported: IE6+, Firefox 2+



PASO #3

The screenshot shows a web browser window with the URL <https://eportal.nspa.nato.int/AC135Public/scage/CageList.aspx>. The page title is "NATO Codification Tools" and the logo for NSPA (NATO Support Agency) is visible. The navigation menu includes "NMCRL-WEB", "NMCRL-DVD", "CAGE Code Request", and "ACodP2/3". The main content area is titled "Home > CAGE Code Request" and contains a welcome message: "Welcome in the online Cage Code request tool. STEP 1 : Screening/search on existing CAGE Codes (activated with [icon]).". Below this is a "Search Criteria" section with a search icon circled in red. A red arrow points from the text "Llenar la informacion requerida y pulsar 'search'" to the search icon. The search criteria form includes the following fields:

Search Criteria	
CAGE Code <input type="text"/>	Postal Code <input type="text"/>
Organization Name <input type="text"/>	Phone Number <input type="text"/>
Country <input type="text" value="Type Here"/>	Website URL <input type="text"/>
City <input type="text"/>	Identification Number (IDN) <input type="text"/>



PASO #4

The screenshot shows a web browser window with the URL <https://eportal.nspa.nato.int/AC135Public/scage/CageList.aspx>. The page title is "NATO Codification Tools" and the logo for the NATO Support Agency (NSPA) is visible. The navigation menu includes "NMCRL-WEB", "NMCRL-DVD", "CAGE Code Request", and "ACodP2/3". The main content area shows a breadcrumb trail "Home > CAGE Code Request" and a message: "If no CAGE Code available, activate 'Request New CAGE' button." Below this is a "Search Criteria" section with input fields for "CAGE Code", "Organization Name", "Country", "City", "Postal Code", "Phone Number", "Website URL", and "Identification Number (IDN)". The "Results" section displays the message: "No result has been found, according to your search criteria". At the bottom, a red arrow points to a "Request New CAGE" button, which is circled in red. A red text box below the button contains the instruction: "No encontrara resultado. Pulsar 'Request New CAGE' para comenzar el registro."



PASO #5

← → https://eportal.nspa.nato.int/AC135Public/scage/CountryCheck.aspx Request New Cage Assign... x

NATO Codification Tools

NMCRL-WEB NMCRL-DVD CAGE Code Request ACodP2/3

Home > Request New Cage Assignment

! Current application allows to request S-CAGE Codes for entities located in non-NATO countries or I-CAGE codes for SUPRA-national organizations like ISO, United Nations UN, NATO agencies etc

Country Check

Type of Entity*
A Private Company

Emergency Level*
Routine

Is the entity to be registered is a supranational organization?*
 Yes No

! Yes means I CAGE. No means S CAGE.

Country*
EL SALVADOR

OK

Llenar la informacion requerida y pulsar el boton de "Ok"



PASO #6

https://eportal.nspa.nato.int/AC135Public/scage/RequestNewCAGE.aspx Request New Cage Assign...

NATO Codification Tools

NMCR-L-WEB NMCR-L-DVD CAGE Code Request ACodP2/3

Home > Request New Cage Assignment

Information related to the CAGE request initiator (data not recorded in the CAGE database). Please make sure your email address is valid, if not your request won't be processed.

Initiator Data

First Name*	Country
<input type="text"/>	Type Here
Last Name*	Email*
<input type="text"/>	<input type="text"/>
Organization Name	Phone Number
<input type="text"/>	<input type="text"/>
Address	Fax Number
<input type="text"/>	<input type="text"/>

Llenar informacion y proseguir al paso 2 pulsando "Step 2"

Step 2



PASO #7

Request New Cage Assignment - Windows Internet Explorer provided by Joint Task Force Bravo NIPR

https://www.natlog.com/AC135Public/cage/RequestNewCage.aspx

File Edit View Favorites Tools Help

Request New Cage Assignment

Home > Request New Cage Assignment **Llenar toda la informacion general, geografica y postal que se le pide.**

Enter a maximum of information related to the entity to be recorded in the CAGE database.
At least 1 of the 2 addresses (Geographical Location or Postal Location), has to be provided.

Cage Data

Organization Data - Generals

Organization Name*	Identification Number (IDN)
<input type="text"/>	<input type="text"/>
Country	State
<input type="text"/>	<input type="text"/>

Organization Data - Geographical Location (*)

Address 1	City
<input type="text"/>	<input type="text"/>
Address 2	Postal Code
<input type="text"/>	<input type="text"/>

Organization Data - Postal Location (*)

Post Office Box	City
<input type="text"/>	<input type="text"/>
	Postal Code
	<input type="text"/>

Organization Data - Contact

Done Internet 100%



PASO #8

Request New Cage Assignment - Windows Internet Explorer provided by Joint Task Force Bravo NIPR

https://www.netlog.com/AC135Public/cage/RequestNewCage.aspx

File Edit View Favorites Tools Help

Request New Cage Assignment

Organization Data - General

Type of Entity

 Other

Questionnaire - Type of activity

Development of Public Standards*
 Yes No

Designer of Goods*
 Yes No

Manufacturer of Goods*
 Yes No

Vendor of Goods*
 Yes No

Service Provider*
 Yes No

Other

Questionnaire - Future business

The CAGE Code Needed for an Invitation to Tender*
 Yes No

A Contract With an Armed Force or a NATO Agency Is in Preparation or Already Signed?*

 Yes No

The CAGE Code is Requested by the US Central Contract Registration (CCR)*
 Yes No

Questionnaire - Former CAGE code

A CAGE Code Was Previously Allocated*
 Yes No

Back Step 4

Llenar formato que se le presenta y seleccionar lo que aplique a su empresa. Luego pulse en "Step 4" para continuar.



PASO #9

Request New Cage Assignment - Windows Internet Explorer provided by Joint Task Force Bravo NIPR

https://www.natolog.com/AC135Public/scage/RequestNewCage.aspx

File Edit View Favorites Tools Help

Request New Cage Assignment

Home > Request New Cage Assignment

Details of your request. **Pagina de Verificacion: Aqui puede hacer cambios si lo necesita. Revise y continúe.**

Initiator Data

First Name	Country
Last Name	Email
Organization Name	Phone Number
Address	Fax Number

Cage Data

Organization Data - Generals

Organization Name	Identification Number (IDN)
Country	State
Is the entity to be registered a supranational organization?	

Organization Data - Geographical Location (*)

Address 1	City
Address 2	Postal Code

Done Internet 100%



PASO #10

CAGE Code Request - Windows Internet Explorer provided by Joint Task Force Bravo NIPR

https://www.natolog.com/AC135Public/cage/cagelist.aspx

File Edit View Favorites Tools Help

CAGE Code Request

NATO Codification Tools

NMCR-L-WEB NMCR-L-DVD CAGE Code Request ACodP2/3

Home > CAGE Code Request

Your request REF HN11083133103 has been pre-recorded and a VALIDATION Email transmitted to your mailbox constructoraespasa@yahoo.es. You have to CONFIRM your request by CLIKING on the link embedded in the Email.

If no CAGE Code available, activate Request HN11083133103

Search Criteria

CAGE Code	Postal Code
Organization Name	Phone Number
Country	Website URL
City	Identification Number (IDN)

Results

No result has been found, according to your search criteria

Su confirmacion que peticion ha sido pre grabada. Se le mandara un correo de validacion.

Done Internet 100%



Numero NCAGE - Informacion

- Revise su correo y valide su solicitud del numero NCAGE.
- Le enviaron su numero NCAGE o le estaran contactando dentro de 1 -5 dias habiles.
- Cualquier pregunta o si quiere contactar a las autoridades que administran los NATO CAGE favor mande un correo a:
ncage@nspa.nato.int



Contactos – 410th CSB en Soto Cano, Honduras

Si tiene preguntas no dude en contactarnos:

***Tel:** (504) 2234-4634

***Extensiones:** 4572, 4574, 4464, 5220, 5067, 5068

***Correo Electronico:** contracting@jtfb.southcom.mil