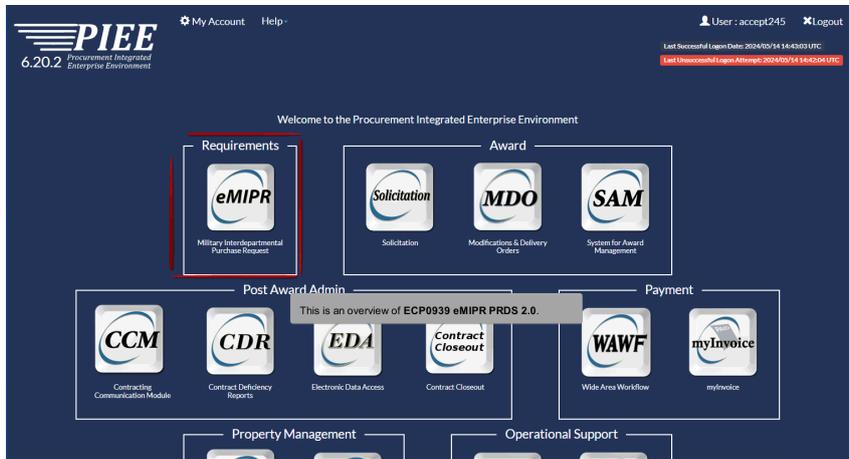


Intro



Welcome to Procurement Integrated Enterprise Environment (PIEE). This demonstration contains audio narrative. Please adjust your volume accordingly.

Step 1



This is an overview of ECP0939 eMIPR PRDS 2.0.

Step 2

The screenshot shows the 'Create Purchase Request' form in the eMIPR system. The 'Document Info' section is highlighted, and a callout box indicates that the user navigates to this section. The form includes fields for 'Requesting Agency DoDAAC', 'Funding Agency DoDAAC', 'Requesting Approver DoDAAC', 'Servicing Agency DoDAAC', 'eMIPR Number', and 'Amendment No.'. There are also dropdown menus for 'Is this eMIPR to establish an ordering instrument?' and 'Is this eMIPR for Supplies or Services?'. At the bottom, there are 'Next', 'Cancel', and 'Help' buttons.

The eMIPR Initiator/Submitter navigates to the Document Info section when creating a Purchase Request.

Step 3

The screenshot shows the 'Create Purchase Request' form in the eMIPR system. The 'Document Info' section is highlighted, and a callout box provides instructions for the 'eMIPR Number' field. The 'eMIPR Number' field is highlighted with a red box and contains the value 'PU44171400152037'. The form includes fields for 'Requesting Agency DoDAAC', 'Funding Agency DoDAAC', 'Requesting Approver DoDAAC', 'Servicing Agency DoDAAC', and 'Amendment No.'. There are also dropdown menus for 'Is this eMIPR to establish an ordering instrument?' and 'Is this eMIPR for Supplies or Services?'. At the bottom, there are 'Next', 'Cancel', and 'Help' buttons.

The eMIPR Number may be anywhere from 8 to 16 alphanumeric characters comprised of the Requesting Agency DoDAAC plus a Serial Number consisting of 2 to 10 alphanumeric characters (excluding letters I and O).

Step 4

The screenshot shows a procurement form with several sections. A red box highlights the 'Intragovernmental Order Information' section. A grey callout box states: 'Within Section A, 'eMIPR Information' has been renamed to 'Intragovernmental Order Information'.' Another grey callout box points to the 'Statutory Authority' field with the text: 'Please enter ONE of the following: Statutory Authority, Other Statutory Authority, or Agreement Number.' A third grey callout box at the bottom states: 'In addition, one of the following fields will be required: Statutory Authority, Other Statutory Authority, or Agreement Number.'

Within Section A, 'eMIPR Information' has been renamed to 'Intragovernmental Order Information'. In addition, one of the following fields will be required: Statutory Authority, Other Statutory Authority, or Agreement Number.

Step 5

The screenshot shows the same procurement form as in Step 4, but with a grey callout box at the bottom stating: 'The following optional fields have also been added to this section: Agreement Modification Number, Control Symbol Number, Payment Terms Days, and Procurement Action Indicator.'

The following optional fields have also been added to this section: Agreement Modification Number, Control Symbol Number, Payment Terms Days, and Procurement Action Indicator.

## Step 6

The screenshot shows the 'Section A - Edit Header Information' form in the eMIPR system. The form includes fields for 'Purchase Request Name', 'Purchase Request Description', 'Contingency Contract?', 'Security Level', 'Category', 'Mission Impact', 'Not Full Open Competition', and checkboxes for 'Performance Based Acquisition', 'Security Indicator', and 'Subject to Funds Availability'. A section titled 'Procurement Instrument Identifier (Optional)' contains a blue button with a plus sign and the text '+ Add Procurement Identifier'. A grey callout box with a white background and black text points to this button, stating 'The user clicks the +Add Procurement Identifier button.'

The user clicks the +Add Procurement Identifier button.

## Step 7

The screenshot shows the 'Section A - Add Procurement Instrument Identifier' form. It includes fields for 'Procurement Instrument Description', 'Procurement Instrument Origin', 'Procurement Instrument Vehicle', and a section for 'Uniform Procurement Instrument Number'. The 'Uniform Procurement Instrument Number' field is highlighted with a red box. Below the form, a grey callout box with a white background and black text states 'A new field for 'Uniform Procurement Instrument Number' has been added.'

A new field for 'Uniform Procurement Instrument Number' has been added.

Step 8

Procurement Instrument Periods (Optional)

+ Add Procurement Period

Recommended Pricing Arrangement

Recommended Pricing Arrangement is now optional and will only be required when the 'Procurement Action Indicator' under 'Intragovernmental Order Information' is checked.

Pricing Arrangement Base  
- Select -

Award Fee  Performance Incentive

Order Dependent

A new field has been added for 'Order Dependent'.  
If Recommended Pricing Arrangement is filled out, either a 'Pricing Arrangement Base' must be selected or Order Dependent must be checked, but not both.

Amounts (Optional)

+ Add Amount

Addresses

Address Description	Location Code	Action
Requiring Activity	FU4417	<a href="#">Edit</a>
Servicing Agency	FU4417	<a href="#">Edit</a>
Resource Management Office	FU4417	<a href="#">Edit</a>

+ Add Address

Recommended Pricing Arrangement is now optional and will only be required when the 'Procurement Action Indicator' under 'Intragovernmental Order Information' is checked.  
A new field has been added for 'Order Dependent'.

If Recommended Pricing Arrangement is filled out, either a 'Pricing Arrangement Base' must be selected or Order Dependent must be checked, but not both.

Step 9

Procurement Instrument Periods (Optional)

+ Add Procurement Period

Recommended Pricing Arrangement

Pricing Arrangement Base  
- Select -

Award Fee  Performance Incentive

Order Dependent

Amounts (Optional)

Amounts are now optional.

+ Add Amount

Addresses

Address Description	Location Code	Action
Requiring Activity	FU4417	<a href="#">Edit</a>
Servicing Agency	FU4417	<a href="#">Edit</a>
Resource Management Office	FU4417	<a href="#">Edit</a>

+ Add Address

Save Cancel

Amounts are now optional.

Step 10

The following fields have been added under Organization ID: Agency Location Code, Business Partner Network 4 No., Demander Code, US Zip Code, US Zip Code Extension, Foreign Postal Code.

Step 11

Two new fields - SMS/MMS Number and File Transfer Protocol (FTP) - have been added under Contact Info.

## Step 12

eMIPR Roles - Lockup - Exit

### Create Purchase Request

Document Info

eMIPR Number	Amendment No.	Requesting Agency	Servicing Agency	Funding Agency	Ordering Instrument	Supplies / Services
FL44174MD192837	0	FL4417	FL4417	FL4417	No	Supplies

[Manage References](#) [Manage Misc. Tool](#)

Section A - Solicitation / Contract Form  
[Manage Section A](#)

Section B - Supplies or Services and Prices / Costs \*  
[Manage Section B](#) The user navigates to Section B.

Section C - Description / Specifications / Statement of Work  
[Manage Section C](#)

Section D - Packaging and Marking  
[Manage Section D](#)

Section E - Inspection and Acceptance  
[Manage Section E](#)

The user navigates to Section B.

## Step 13

eMIPR Roles - Lockup - Exit

### Section B - Add Line Item

Exhibit Line Item \*

Item No. \*  Product Or Service  Product Service Description \*

Quantity  Unit of Measure  [LinkUp](#) Unit Price

Option Line Item  Unit Price Basis  Ceiling  Estimated  Bona Fide Need

Item UID Required   Includes Government Furnished Property (GFP) - Incorporation  Severable Indicator   
 Includes Government Furnished Property (GFP) - Usage  
 Lump Sum  
 Not to Exceed  
 Not Separately Priced  
 Schedule Price  
 To Be Negotiated

Recommended Pricing Arrangement  
Pricing Arrangement Base  Award Fee  Performance Incentive

[Add Product Service Data](#) [Add Line Item Data](#) [Add Item Other Amount](#)

[Save](#) [Cancel](#) [Help](#)

The following new fields have been added to the Add Line Item section: Bona Fide Need (optional), Severable Indicator (optional), and Option Line Item (mandatory, defaulted to 'N').

The following new fields have been added to the Add Line Item section: Bona Fide Need (optional), Severable Indicator (optional), and Option Line Item (mandatory, defaulted to 'N').

## Step 14

The screenshot shows the 'Section B - Add Line Item' form in the eMIPR system. A grey notification box is overlaid on the form, containing the following text: 'No Charge' was removed from Unit Price Basis and the following options were added: Catalog, Lump Sum, and Schedule Price. Unit Price will now be prohibited when 'Not Separately Priced' is selected. NOTE: The creation of a Purchase Request document will be prohibited when all Line Items are NSP.

'No Charge' was removed from Unit Price Basis and the following options were added: Catalog, Lump Sum, and Schedule Price.

Unit Price will now be prohibited when 'Not Separately Priced' is selected.

NOTE: The creation of a Purchase Request document will be prohibited when all Line Items are NSP.

## Step 15

The screenshot shows the 'Section B - Add Line Item' form in the eMIPR system. A red box highlights the 'Add Item Other Amount' button, which is a new option. A grey notification box next to it states: 'A new option is available to add Item Other Amounts.'

A new option is available to add Item Other Amounts.

## Step 16

The screenshot shows a web application window titled 'eMSPR' with a menu bar containing 'Roles', 'Logout', and 'Exit'. The main content area is titled 'Section B - Add Item Other Amount'. It features a 'Description' dropdown menu with a '- Select -' option and an 'Amount' input field. Below these fields are three buttons: 'Save', 'Cancel', and 'Help'. A grey callout box in the center of the page contains the text: 'When the 'Add Item Other Amount' option is selected, a new page will be displayed to select the Amount and Description.'

When the 'Add Item Other Amount' option is selected, a new page will be displayed to select the Amount and Description.

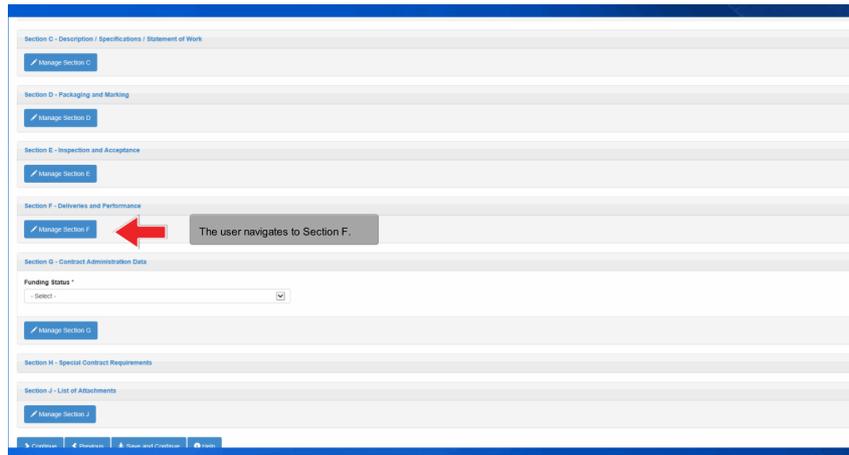
## Step 17

The screenshot shows a web application window titled 'eMSPR' with a menu bar containing 'Roles', 'Logout', and 'Exit'. The main content area is titled 'Section B - Add CDRL Detail'. It contains several input fields: 'ELIN No.', 'Contract Reference', 'Data Acquisition Document Number', 'Data Item Title', 'Data Item Sub Title', 'Draft Approval', 'Requesting Office', 'Delivery Frequency', 'Delivery Frequency Times', 'Price Group', and 'Estimated Total Price'. Below these fields is a section titled 'CDRL Dates (Optional)' with a '+ Add CDRL Date' button. A grey callout box states: 'A new optional field 'Transmittal Letter Details' has been added to the Inspection/Acceptance section of CDRL Details. 'Transmittal Letter Details' will only be permitted when 'Transmittal Letter' is checked.' Below this, there is a 'Transmittal Letter' checkbox and a 'Transmittal Letter Details' input field. At the bottom, there are sections for 'Source / Destination' with 'Action 1', 'Location 1', and 'Instructions 1' fields, and 'Additional Information 1'.

A new optional field 'Transmittal Letter Details' has been added to the Inspection/Acceptance section of CDRL Details.

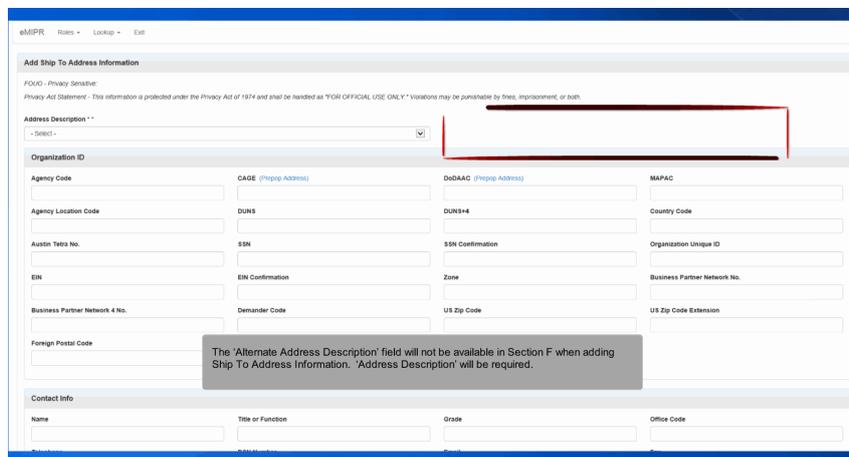
'Transmittal Letter Details' will only be permitted when 'Transmittal Letter' is checked.

Step 18



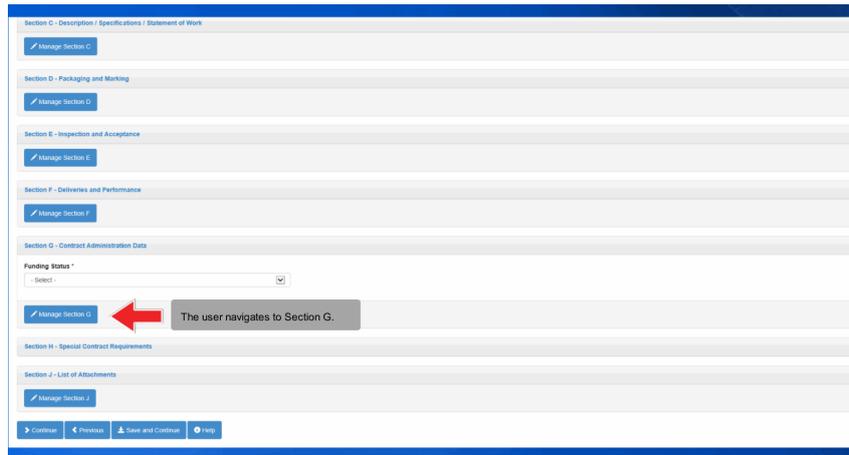
The user navigates to Section F.

Step 19



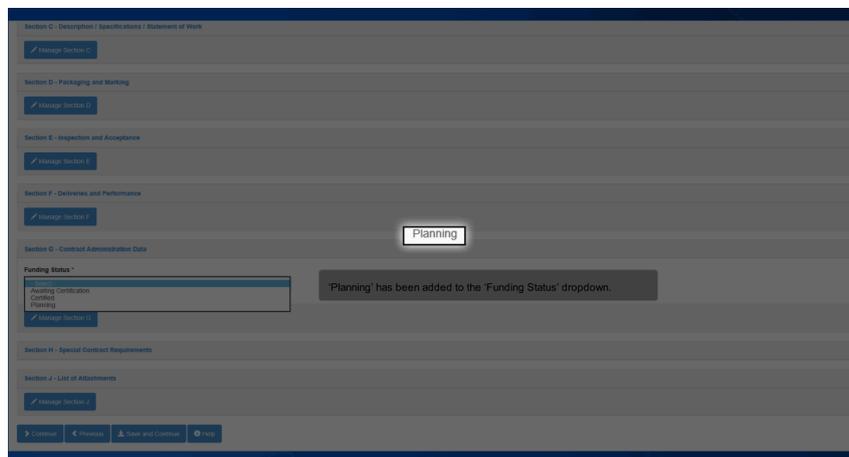
The 'Alternate Address Description' field will not be available in Section F when adding Ship To Address Information. 'Address Description' will be required.

Step 20



The user navigates to Section G.

Step 21



'Planning' has been added to the 'Funding Status' dropdown.

## Step 22

At least one of the following fields are required: ACRN or Commitment ID Number. ACRN is populated down from the Header Committed Amount.

Note: Commitment ID Number will be required for all Item Committed Amounts on the document if provided.

A new field for ACRN will be available when adding Item Committed Amounts.  
At least one ACRN or Commitment ID Number will be required.  
NOTE: Only one Commitment ID Number will be permitted for each Item Committed Amount.

A new field for 'ACRN' will be available when adding Item Committed Amounts.

At least one ACRN or Commitment ID Number will be required.

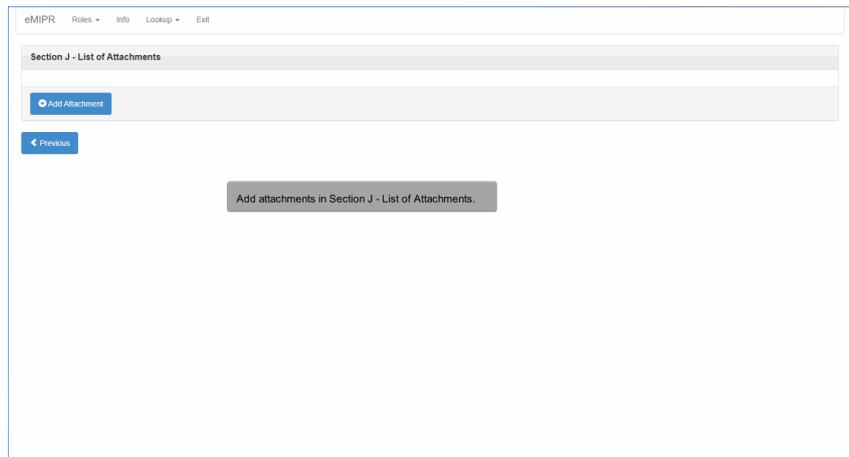
NOTE: Only one Commitment ID Number will be permitted for each Item Committed Amount.

## Step 23

The user navigates to Section J.

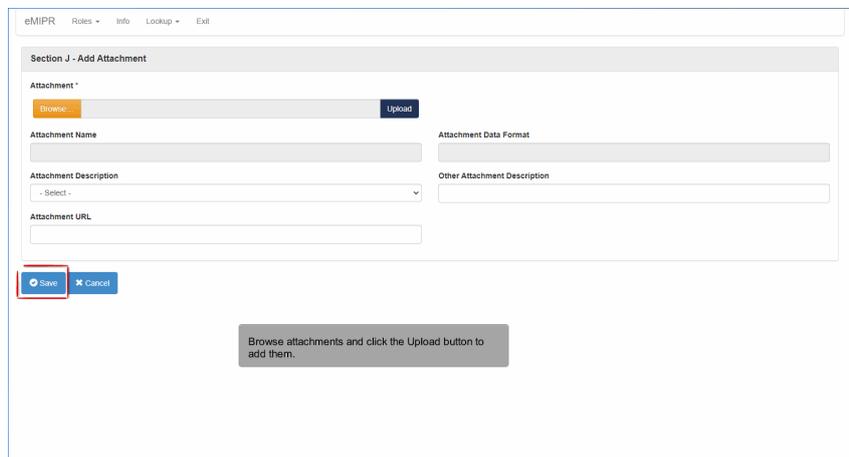
The user navigates to Section J.

## Step 24



Add attachments in Section J - List of Attachments.

## Step 25



Browse attachments and click the Upload button to add them.

## Step 26

The screenshot shows the 'Add Attachment' form in the eMIIPR system. The form is titled 'Section J - Add Attachment' and contains the following fields:

- Attachment Name:** A text input field containing 'Supplies.pdf'.
- Attachment Data Format:** A dropdown menu showing 'Acrobat Portable Document Format (PDF)'.
- Attachment Description:** A dropdown menu showing 'Acquisition Plan'.
- Other Attachment Description:** An empty text input field.
- Attachment URL:** An empty text input field.

At the bottom left, there are 'Save' and 'Cancel' buttons. A grey callout box in the center says 'Click the Save button to continue.'

Click the Save button to continue.

## Step 27

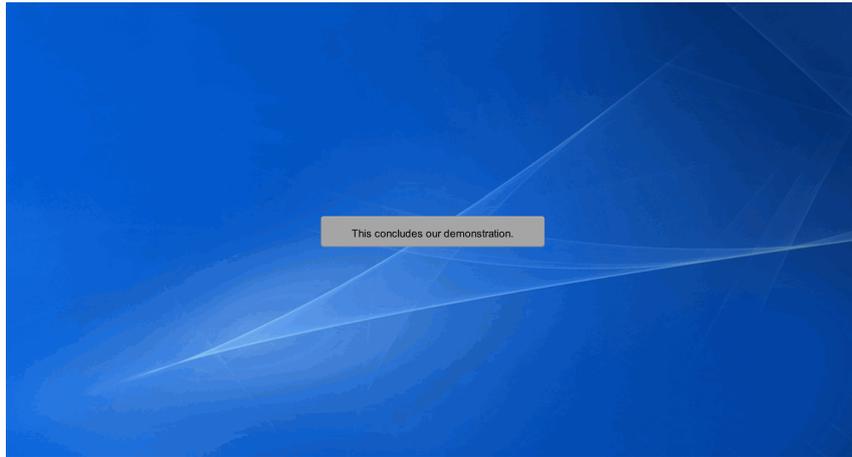
The screenshot shows the 'List of Attachments' table in the eMIIPR system. The table has the following columns: Attachment Name, Attachment Data Format, Attachment Description, Other Attachment Description, Attachment URL, Servicing Agency, and Action. The table contains one row with the following data:

Attachment Name	Attachment Data Format	Attachment Description	Other Attachment Description	Attachment URL	Servicing Agency	Action
Supplies.pdf	Acrobat Portable Document Format (PDF)	Acquisition Plan				<a href="#">View</a> <a href="#">Delete</a>

Below the table, there are 'Add Attachment' and 'Previous' buttons. A grey callout box in the center says 'Attachment Description will be defaulted to 'Acquisition Plan' if none is chosen.'

Attachment Description will be defaulted to 'Acquisition Plan' if none is chosen.

End



This concludes our demonstration.