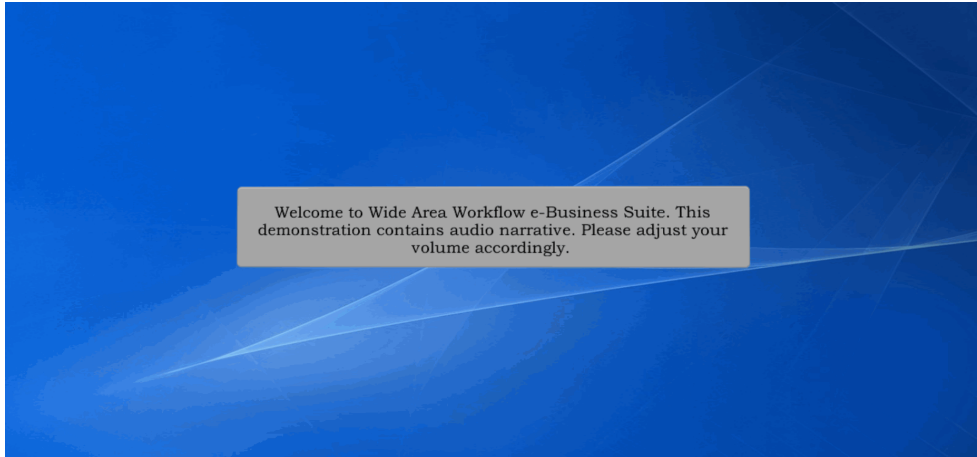
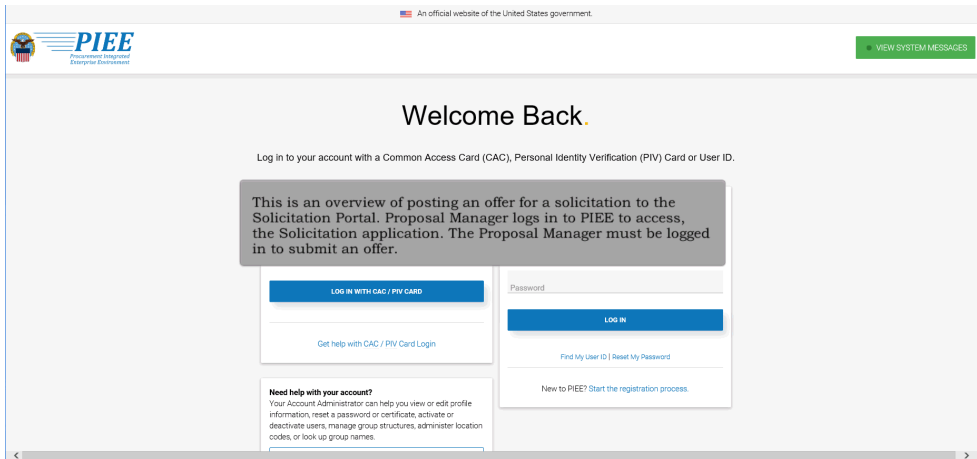


Intro



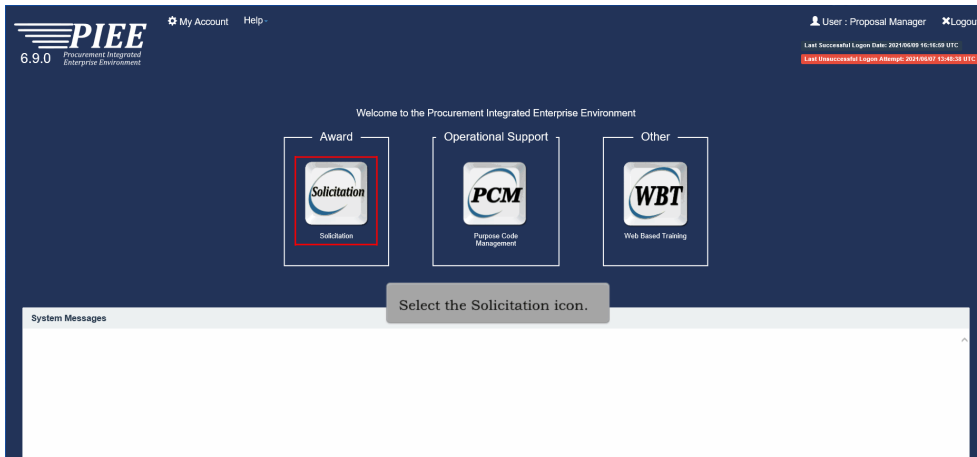
Welcome to Wide Area Workflow e-Business Suite. This demonstration contains audio narrative. Please adjust your volume accordingly.

Step 1



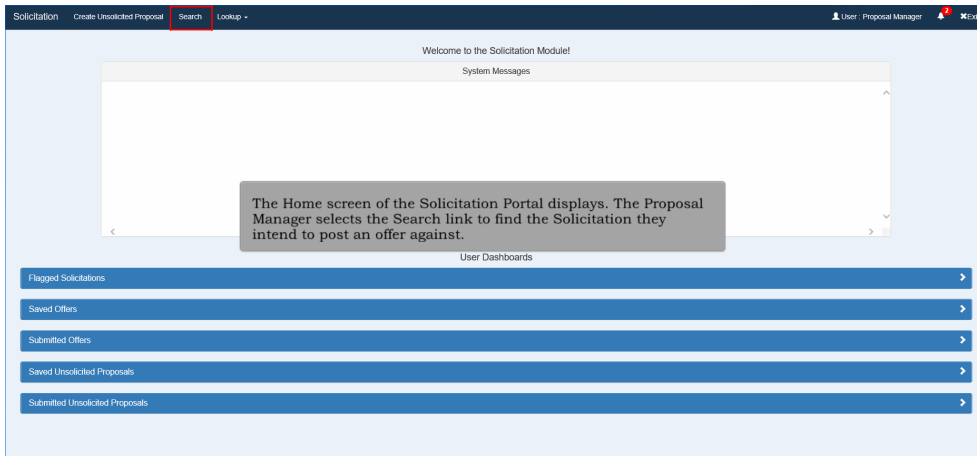
This is an overview of posting an offer for a solicitation to the Solicitation Portal. Proposal Manager logs in to PIEE to access, the Solicitation application. The Proposal Manager must be logged in to submit an offer.

Step 2



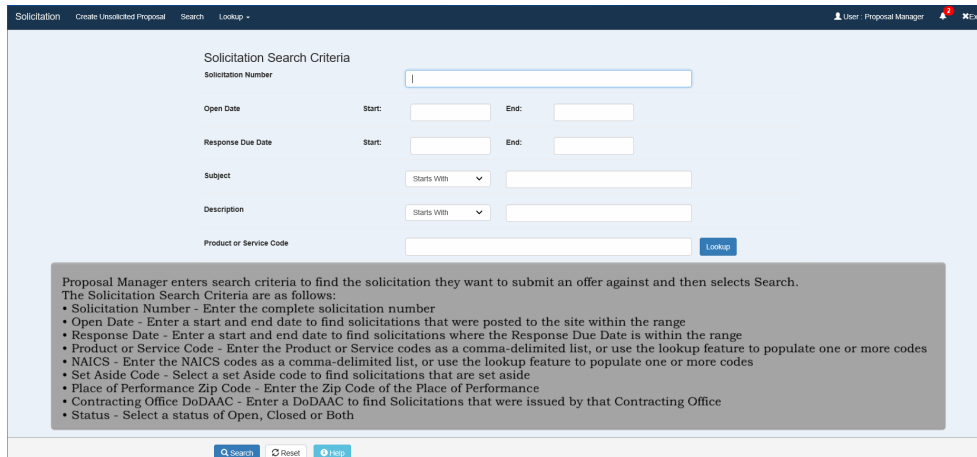
Select the Solicitation icon.

Step 3



The Home screen of the Solicitation Portal displays. The Proposal Manager selects the Search link to find the Solicitation they intend to post an offer against.

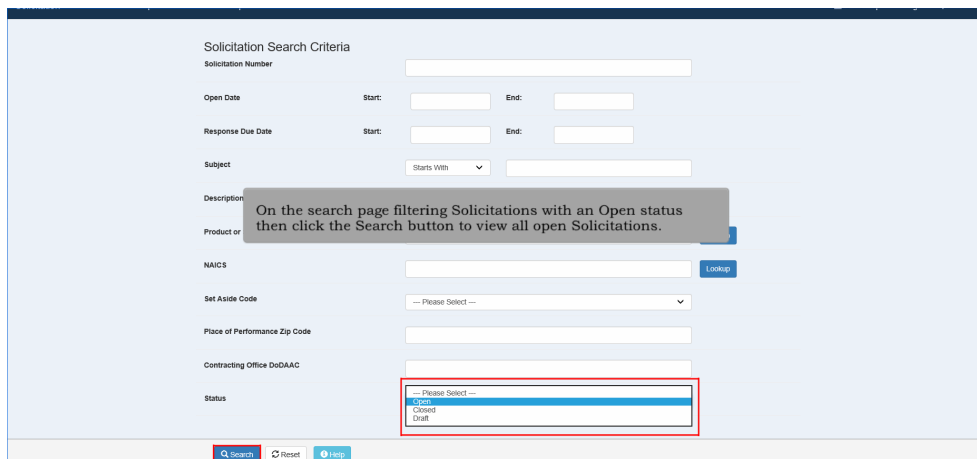
Step 4



Proposal Manager enters search criteria to find the solicitation they want to submit an offer against and then selects Search. The Solicitation Search Criteria are as follows:

- Solicitation Number - Enter the complete solicitation number
- Open Date - Enter a start and end date to find solicitations that were posted to the site within the range
- Response Date - Enter a start and end date to find solicitations where the Response Due Date is within the range
- Product or Service Code - Enter the Product or Service codes as a comma-delimited list, or use the lookup feature to populate one or more codes
- NAICS - Enter the NAICS codes as a comma-delimited list, or use the lookup feature to populate one or more codes
- Set Aside Code - Select a set Aside code to find solicitations that are set aside
- Place of Performance Zip Code - Enter the Zip Code of the Place of Performance
- Contracting Office DoDAAC - Enter a DoDAAC to find Solicitations that were issued by that Contracting Office
- Status - Select a status of Open, Closed or Both

Step 5



On the search page filtering Solicitations with an Open status then click the Search button to view all open Solicitations.

Step 6

Search Result (6 documents)

Solicitation Number	Response Date	Subject	Description	Restricted	Status	Posted Date	PSC	NMCS	Contracting Office Name	Set Aside	Number of Amendments
FA564124R0015	2022/11/20 19:55 Eastern Standard Time	ABI 11_20 3:25	test	N	Open	2022/11/20 20:25 UTC	3010 - TORQUE CONVERTERS AND SPEED CHANGERS	211120 - Crude Petroleum Extraction	FU4417 1 SOCS SOCS	N/A	
FA564124R0016	2022/12/01 19:55 Central Standard Time	ABI	test	N	Open	2022/11/29 20:32 UTC	3030 - BELTING, DRIVE BELTS, FAN BELTS, AND ACCESSORIES	211120 - Crude Petroleum Extraction	FU4417 1 SOCS SOCS	N/A	
FU441722C0004	2022/12/10 15:55 Eastern Daylight Time			N	Open	2022/11/29 15:21 UTC	1110 - NUCLEAR PROJECTILES	111310 - Orange Groves	FU4417 1 SOCS SOCS	N/A	3
FU441722C0005	2022/12/10 15:55 Eastern Standard Time			N	Open	2022/11/29 19:23 UTC	1110 - NUCLEAR PROJECTILES	111310 - Orange Groves	FU4417 1 SOCS SOCS	N/A	2
FU441722C0006	2022/12/10 19:35 Eastern Daylight Time			N	Open	2022/11/29 18:34 UTC	1110 - NUCLEAR PROJECTILES	111310 - Orange Groves	FU4417 1 SOCS SOCS	N/A	1
FU441722C0007	2022/12/10 15:55 Eastern Daylight Time			N	Open	2022/11/29 20:54 UTC	1110 - NUCLEAR PROJECTILES	111310 - Orange Groves	FU4417 1 SOCS SOCS	N/A	1

Showing 1 to 6 of 6 entries

The search results display. Select the Solicitation Number link to open the solicitation

The search results display. Select the Solicitation Number link to open the solicitation

Step 7

FA564124R0015: ABI 11_20 3:25

Solicitation Offer

Please notify me of amendments to this solicitation.

Solicitation Number: FA564124R0015

Public Posting Link: [\[Redacted Link\]](#) [Copy To Clipboard](#)

Solicitation Type: RFP

Response Date: 2022/11/20 19:55

Response Date Time Zone: Eastern Standard Time (-5:00) [View Time Zone Map](#)

Set Aside Code: N/A

Primary Contact Name: [Redacted]

Secondary Contact Names: [Redacted]

Description: test

The solicitation displays. The information is view only.

The solicitation displays. The information is view only.

Step 8

Place of Performance Address

Recovery Act Yes No

Contract Information

Contracting Office DoDAAC FU4417

Contracting

Scroll down to see the Contract Information and Attachments. The Attachments can be viewed by selecting the File link. Scroll back up to the top of the screen and click the Offer tab.

Attachments

Name	Number	FileURL	Date	Document Type	Include in Response
COLF_Training		COLF_Training.pdf	2021-05-12	Attachment	No

Navigation: Previous Home Download All Attachments Help

Scroll down to see the Contract Information and Attachments. The Attachments can be viewed by selecting the File link. Scroll back up to the top of the screen and click the Offer tab.

Step 9

Solicitation Create Unsolicited Proposal Search Logout

FA664124R0015: ABI 11_29 3:25

Solicitation Offer

Source Selection Information - See FAR 2.101 and 3.104

Offeror CAGE	Offeror UEI	Offeror Name	Offer Date	Proposal Manager Name	Proposal Manager Email Address
Add					

Source Selection Information - See FAR 2.101 and 3.104

Click the Offer tab to Add and review current offers on the Solicitation. Click the Add button to add an offer to the Solicitation.

Click the Offer tab to Add and review current offers on the Solicitation. Click the Add button to add an offer to the Solicitation.

Step 10

Offer Details

Alternate Offer

Offer Identifier:

Proposals Manager CAGE Code * -- Please Select --

Company Name:

Attachments *

[Choose Files](#) Special characters and spaces in

Signature

Signature Date* [Signature](#)

In signing, I indicate a present intention to authenticate the offer.

* Asterisk indicates required entry.

[Save Offer](#)

Proposal Manager selects the applicable CAGE Code for which they are submitting the offer. The list is prefiltered based on the CAGEs in the Proposal Manager's profile.

Step 11

User Identifier:

Proposals Manager CAGE Code *

Company Name:

Attachments *

[Choose Files](#) Special characters and spaces in the attachment filename will be replaced with underscores "_".

Name	Uploaded By	File	Date	Load Date	Action
Active_Warmat	Proposal Manager (bwnor)				🗑 ✕

Signature

Signature Date* [Signature](#)

In signing, I indicate a present intention to authenticate the offer.

* Asterisk indicates required entry.

[Save Offer](#)

Proposal Manager uploads the attachments that comprise their offer by selecting the Choose Files link.

Step 12

Company Name: HENRY M. JACKSON FOUNDATION FOR THE ADVANCEMENT OF MILITARY

Attachments:

Name	Uploaded By	File	Date	Load Date	Action
Active_Warmat	F:\...	Active_Warmat.pdf	2021/05/09	2021-05-09 12:55:26 Eastern Standard Time	🗑️ ✕

Signature:

Signature Date*
2021/06/09

In signing, I indicate a present intention to authenticate the offer.

* Asterisk indicates required entry.

After entering all necessary information enter a Signature Date and Click the Signature button.

Source Selection Information - See FAR 2.101 and 3.104

After entering all necessary information enter a Signature Date and Click the Signature button.

Step 13

Sign Document

As of 2022/12/01 05:36:48 UTC, an email was sent to your email account [redacted] with a One-Time Password (OTP). This password will expire in 200 seconds.

The PIEE signature requirement has changed to allow support for all the major browsers. Click [here](#) for more information.

If you have not setup your Digital PIN, click on [Manage Digital PIN](#) link to setup your PIN.

If you are having issue with receiving One-Time Password(OTP) via E-mail, you can also setup OTP on your mobile device by visiting [Setup Time-Based One Time Password](#) page.

User ID: maxVendorPropMgr

Digital Pin:

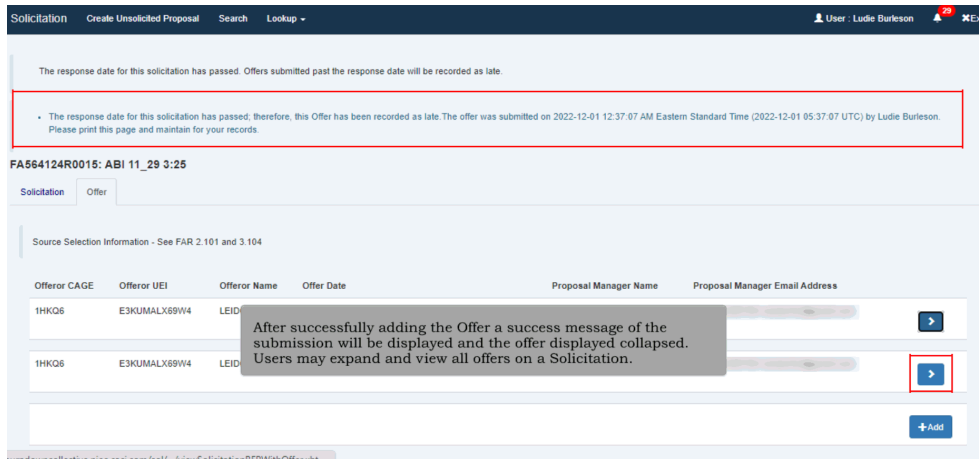
OTP (One-Time Password):

Signature of Authorized Proposal Manager

The Sign Document pop-up will be displayed requiring the user to enter a Digital Pin and OTP. Click the Sign and Submit button to continue.

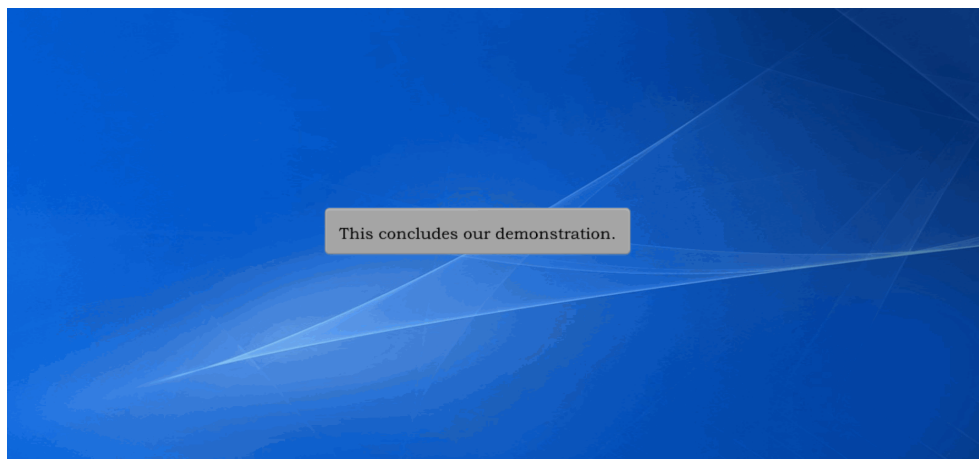
The Sign Document pop-up will be displayed requiring the user to enter a Digital Pin and OTP. Click the Sign and Submit button to continue.

Step 14



After successfully adding the Offer a success message of the submission will be displayed and the offer displayed collapsed. Users may expand and view all offers on a Solicitation.

End



This concludes our demonstration.