

# 840 Request for Quotation

Functional Group ID=**RQ**

## Introduction:

This Acquisition Instruction (AI) provides guidance specific to Defense Logistics Agency issued solicitations. This AI does not include anything that is not in the Federal Implementation Convention.

This Revision 1 to the DLA AI replaces the DLA 840 AI dated February 1, 1997 and any other draft versions.

## Notes:

*Throughout this document symbols are used in the left margin to indicate the following:*

*>> - indicates the element will be used in all transactions when the segment is*

*used. X - indicates the element is not used*

*(blank) - indicates the element may be used but is not required*

## Heading:

	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max.Use</u>	<u>Loop Repeat</u>	<u>Notes and Comments</u>
Must Use	010	ST	Transaction Set Header	M	1		
Must Use	020	BQT	Beginning Segment for Request for Quotation	M	1		
Not Used	030	NTE	Note/Special Instruction	F	100		
Not Used	040	CUR	Currency	O	1		
	050	REF	Reference Numbers	O	>1		
Not Used	060	PER	Administrative Communications Contact	O	3		
Not Used	070	TAX	Tax Reference	O	3		
	080	FOB	F.O.B. Related Instructions	O	>1		
Not Used	090	CTP	Pricing Information	O	>1		
Not Used	095	PAM	Period Amount	O	10		
	110	CSH	Header Sale Condition	O	25		
Not Used	120	SAC	Service, Promotion, Allowance, or Charge Information	O	25		
Not Used	130	ITD	Terms of Sale/Deferred Terms of Sale	O	5		
Not Used	140	DIS	Discount Detail	O	20		
	150	DTM	Date/Time Reference	O	10		
	160	LDT	Lead Time	O	12		
Not Used	180	LIN	Item Identification	O	5		n1
	190	PID	Product/Item Description	O	200		
	200	MEA	Measurements	O	40		
Not Used	210	PWK	Paperwork	O	25		
Not Used	220	PKG	Marking, Packaging, Loading	O	200		
Not Used	230	TD1	Carrier Details (Quantity and Weight)	O	2		
Not Used	240	TD5	Carrier Details (Routing Sequence/Transit Time)	O	12		
Not Used	250	TD3	Carrier Details (Equipment)	O	12		
Not Used	260	TD4	Carrier Details (Special Handling, or Hazardous Materials, or Both)	O	5		
Not Used	270	MAN	Marks and Numbers	O	10		
	280	RRA	Required Response	O	100		

		LOOP ID - N9	1000		
290	N9	Reference Number	O	1	
300	MSG	Message Text	O	1000	
		LOOP ID - N1	10000		
310	N1	Name	O	1	
320	N2	Additional Name Information	O	2	
330	N3	Address Information	O	2	
340	N4	Geographic Location	O	>1	
Not Used	350	REF	Reference Numbers	O	12
	360	PER	Administrative Communications Contact	O	>1
Not Used	370	FOB	F.O.B. Related Instructions	O	1
Not Used	380	TD1	Carrier Details (Quantity and Weight)	O	2
Not Used	390	TD5	Carrier Details (Routing Sequence/Transit Time)	O	12

Not Used	400	TD3	Carrier Details (Equipment)	O	12
Not Used	410	TD4	Carrier Details (Special Handling, or Hazardous Materials, or Both)	O	5
Not Used	420	PKG	Marking, Packaging, Loading	O	200
Not Used	430	RRA	Required Response	O	25
LOOP ID - SPI					1
Not Used	440	SPI	Specification Identifier	O	1
Not Used	450	REF	Reference Numbers	O	5
Not Used	460	DTM	Date/Time Reference	O	5
Not Used	470	MSG	Message Text	O	50
LOOP ID - N1					20
Not Used	490	N1	Name	O	1
Not Used	500	N2	Additional Name Information	O	2
Not Used	510	N3	Address Information	O	2
Not Used	520	N4	Geographic Location	O	1
Not Used	530	REF	Reference Numbers	O	20
Not Used	540	G61	Contact	O	1
Not Used	550	MSG	Message Text	O	50
LOOP ID - CB1					>1
Not Used	560	CB1	Contract and Cost Accounting Standards Data	O	1
Not Used	570	REF	Reference Numbers	O	20
Not Used	580	DTM	Date/Time Reference	O	5
Not Used	590	LDT	Lead Time	O	1
Not Used	600	MSG	Message Text	O	50

**Detail:**

	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max.Use</u>	<u>Loop Repeat</u>	<u>Notes and Comments</u>
			<b>LOOP ID - PO1</b>			100000	
Must Use	010	PO1	Baseline Item Data	M	1		
Not Used	020	CUR	Currency	O	1		
Not Used	025	CN1	Contract Information	O	1		
	030	PO3	Additional Item Detail	O	25		
Not Used	040	CTP	Pricing Information	O	>1		
Not Used	045	PAM	Period Amount	O	10		
	049	MEA	Measurements	O	40		
			<b>LOOP ID - PID</b>			1000	
	050	PID	Product/Item Description	O	1		
Not Used	060	MEA	Measurements	O	10		
Not Used	070	PWK	Paperwork	O	25		
	080	PKG	Marking, Packaging, Loading	O	200		
	090	PO4	Item Physical Details	O	>1		
	100	REF	Reference Numbers	O	>1		
Not Used	110	PER	Administrative Communications Contact	O	3		
Not Used	130	SAC	Service, Promotion, Allowance, or Charge Information	O	25		
Not Used	140	IT8	Conditions of Sale	O	25		
Not Used	150	ITD	Terms of Sale/Deferred Terms of Sale	O	2		
Not Used	160	DIS	Discount Detail	O	20		
Not Used	170	TAX	Tax Reference	O	3		
	180	FOB	F.O.B. Related Instructions	O	>1		
Not Used	190	SDQ	Destination Quantity	O	50		
Not Used	200	DTM	Date/Time Reference	O	10		
Not Used	230	FST	Forecast Schedule	O	>1		
Not Used	240	TD1	Carrier Details (Quantity and Weight)	O	1		
Not Used	250	TD5	Carrier Details (Routing Sequence/Transit Time)	O	12		
Not Used	260	TD3	Carrier Details (Equipment)	O	12		
Not Used	270	TD4	Carrier Details (Special Handling, or Hazardous Materials, or Both)	O	5		
Not Used	280	MAN	Marks and Numbers	O	10		
Not Used	290	RRA	Required Response	O	25		
Not Used	295	MSG	Message Text	O	1000		
Not Used	296	SPI	Specification Identifier	O	>1		
			<b>LOOP ID - SCH</b>			104	
Not Used	297	SCH	Line Item Schedule	O	1		n2
Not Used	298	TD1	Carrier Details (Quantity and Weight)	O	2		
Not Used	299	TD5	Carrier Details (Routing Sequence/Transit Time)	O	12		

Not Used	300	TD3	Carrier Details (Equipment)	O	12
Not Used	301	TD4	Carrier Details (Special Handling, or Hazardous Materials, or Both)	O	5
LOOP ID - LDT					>1
	302	LDT	Lead Time	O	1
Not Used	303	QTY	Quantity	O	>1
Not Used	304	MSG	Message Text	O	1
LOOP ID - LM					1
Not Used	305	LM	Code Source Information	O	1
Not Used	306	LQ	Industry Code	M	1
LOOP ID - SLN					1000
Not Used	308	SLN	Subline Item Detail	O	1
Not Used	310	PID	Product/Item Description	O	1000
LOOP ID - N9					1000
	320	N9	Reference Number	O	1
	330	MSG	Message Text	O	1000
LOOP ID - N1					>1
	340	N1	Name	O	1
	350	N2	Additional Name Information	O	2
	360	N3	Address Information	O	2
	370	N4	Geographic Location	O	1
Not Used	380	REF	Reference Numbers	O	12
Not Used	390	PER	Administrative Communications Contact	O	3
Not Used	400	FOB	F.O.B. Related Instructions	O	1
Not Used	405	SCH	Line Item Schedule	O	200
Not Used	410	TD1	Carrier Details (Quantity and Weight)	O	2
Not Used	420	TD5	Carrier Details (Routing Sequence/Transit Time)	O	12
Not Used	430	TD3	Carrier Details (Equipment)	O	12
Not Used	440	TD4	Carrier Details (Special Handling, or Hazardous Materials, or Both)	O	5
Not Used	450	PKG	Marking, Packaging, Loading	O	200
Not Used	460	RRA	Required Response	O	25
Not Used	465	CTP	Pricing Information	O	1
Not Used	469	PAM	Period Amount	O	10
LOOP ID - LDT					>1
Not Used	470	LDT	Lead Time	O	1
Not Used	480	MAN	Marks and Numbers	O	10
Not Used	490	QTY	Quantity	O	5
Not Used	500	MSG	Message Text	O	1000

## Summary:

	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max.Use</u>	<u>Loop Repeat</u>	<u>Notes and Comments</u>
Must Use	010	CTT	Transaction Totals	M	1		n3
Must Use	020	SE	Transaction Set Trailer	M	1		

## Transaction Set Notes

1. If segment LIN is used, do not use LIN01.
2. The SCH segment is used to specify various quantities of items ordered that are to be scheduled. When this segment is used, the unit of measurement code (SCH02) should always be identical to the unit of measurement code in the associated PO1 segment (PO103) and the sum of values of quantity (SCH01) should

- always equal the quantity ordered (PO102) in the PO1 segment.
3. The number of line items (CTT01) is the accumulation of the number of PO1 segments. If used, hash total (CTT02) is the sum of the value of quantities ordered (PO102) for each PO1 segment.

**Segment:** **ST** Transaction Set Header  
**Position:** 010  
**Loop:**  
**Level:** Heading  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To indicate the start of a transaction set and to assign a control number  
**Syntax Notes:**  
**Semantic Notes:** 1 The transaction set identifier (ST01) used by the translation routines of the interchange partners to select the appropriate transaction set definition (e.g., 810 selects the Invoice Transaction Set).  
**Comments:**

**Data Element Summary**

Ref.	Data	<u>Name</u>	<u>Attributes</u>
>> ST01	143	<b>Transaction Set Identifier Code</b> Code uniquely identifying a Transaction Set 840 X12.7 Request for Quotation	M ID 3/3
>> ST02	329	<b>Transaction Set Control Number</b> Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set	M AN 4/9

**Segment:** **BQT** Beginning Segment for Request for Quotation  
**Position:** 020  
**Loop:**  
**Level:** Heading  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To indicate the beginning of a Request for Quotation Transaction Set and transmit identifying numbers and dates  
**Syntax Notes:** 1 If either BQT04 or BQT05 is present, then the other is required.  
**Semantic Notes:** 1 BQT03 is the date to be used for reference purposes in an RFQ and a response to RFQ.  
**Comments:**

**Data Element Summary**

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
>>	BQT01	353	<b>Transaction Set Purpose Code</b> Code identifying purpose of transaction set <i>Use to identify the purpose of the transaction set.</i> 00 Original 01 Cancellation 07 Duplicate 17 Cancel, to be Reissued 18 Reissue	M ID 2/2
>>	BQT02	586	<b>Request for Quote Reference Number</b> Number assigned by the purchaser to identify his request for quote <i>Use to identify the unique number assigned to the solicitation. If this is an amendment to a solicitation (BQT01 is either Code 18 (if the original solicitation number is retained) and BQT07 is Code 06), the solicitation number and amendment number will be concatenated.</i>	M AN 1/45
>>	BQT03	373	<b>Date</b> Date (YYMMDD) <i>Use to identify either the date of the solicitation (when BQT01 is one of codes 00, 01, 07, 17, 18 (if a new solicitation number is used), or 22); the date of the amendment (when BQT01 is code 18 if the original solicitation number is retained)</i>	M DT 6/6
X	BQT04	374	<b>Date/Time Qualifier</b> Code specifying type of date or time, or both date and time	X ID 3/3
X	BQT05	373	<b>Date</b> Date (YYMMDD)	X DT 6/6
	BQT06	92	<b>Purchase Order Type Code</b> Code specifying the type of Purchase Order KC Contract A legally binding document wherein one party agrees to provide supplies or services and another party agrees to provide compensation for the supplies or services KN Purchase Order Procurement instrument within the small purchasing threshold RL Release or Delivery Order An order for goods and services placed against a pre-existing contract or blanket order	O ID 2/2
	BQT07	960	<b>Request for Quote Type Code</b> Code specifying the type of request for quote 01 Request For Quote	O ID 2/2

	BQT08	1166	Contract Type Code Code identifying a contract type	O ID 2/2
			FR Finn Fixed Price	
			FX Fixed Price with Economic Price Adjustment	
X	BQT09	786	Security Level Code Code indicating the level of confidentiality assigned by the sender to the information following	O ID 2/2
X	BQT10	1232	Purchase Category Code identifying the broad category of products or services being acquired	O ID 2/2

**Segment:** **REF** Reference Numbers  
**Position:** 050  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** >1  
**Purpose:** To specify identifying numbers.  
**Syntax Notes:** 1 At least one of REF02 or REF03 is required.  
**Semantic Notes:**  
**Comments:**  
**Notes:**

1. Use this 1/REF/050 segment to identify reference numbers that apply to all of the line items. If the reference numbers vary by line item, use the 2/REF/100 segment.
2. There must be one occurrence of this REF segment in all transmissions when BQT01 is code 00, 07, or 18, with REF01 citing code IJ.

**Data Element Summary**

Ref. Des.	Data Element	Name	Attributes		
			M	ID	2/2
>> REF01	128	Reference Number Qualifier			
		Code qualifying the Reference Number.			
		2E Foreign Military Sales Case Number			
		A reference number designating the foreign military sale records			
		DG Drawing Number			
		DS Defense Priorities Allocation System (DPAS) Priority Rating			
		IJ Standard Industry Classification (SIC) Code			
		IL Internal Order Number			
		<b>Used to indicate the MILSTRIP/FEDSTRIP requisition document number.</b>			
		K4 Criticality Designator			
		A number assigned to a contract or order that expresses the relative importance of that contract or order and thereby assists the contractor in making performance decisions and assists in making production surveillance decisions			
		KS Solicitation			
		A discreet number assigned by the purchasing activity to differentiate between different solicitations			
		NI Military Standard (MIL-STD) Number			
		P4 Project Code			
		PH Priority Rating			
		<b>Used to indicate the MILSTRIP/FEDSTRIP priority rating.</b>			
		RQ Purchase Requisition No.			
		<b>Used to indicate the Purchase Request (PR) number.</b>			
		S2 Military Specification Number (MILSPEC)			
		S3 Specification Number			
		T4 Signal Code			
		Defense Fuel Supply Center to bill back fuel purchases to the appropriate service or agency account fund			
		XE Transportation Priority Number			
		Number indicating the level of government priority associated with the transportation of a shipment			
		ZZ Mutually defined			

<b>REF02</b>	<b>127</b>	<b>Reference Number</b> Transaction Set, or as specified by the Reference Number Qualifier <i>If a document has a revision or extension, the document number and the revision or extension number will be concatenated and cited in this data element.</i>	X AN 1/30
<b>REF03</b>	<b>352</b>	Description A free-form description to clarify the related data elements and their content	X AN 1180

**Segment:** **FOB** F.O.B. Related Instructions  
**Position:** 080  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** >1  
**Purpose:** To specify transportation instructions relating to shipment  
**Syntax Notes:**

- 1 If FOB03 is present, then FOB02 is required.
- 2 If FOB04 is present, then FOB05 is required.
- 3 If FOB07 is present, then FOB06 is required.
- 4 If FOB08 is present, then FOB09 is required.

**Semantic Notes:**

- 1 FOB01 indicates which party will pay the carrier.
- 2 FOB02 is the code specifying transportation responsibility location.
- 3 FOB06 is the code specifying the title passage location.
- 4 FOB08 is the code specifying the point at which the risk of loss transfers. This may be different than the location specified in FOB02/FOB03 and FOB06/FOB07.

**Comments:**  
**Notes:** *Use this 1/FOB/080 segment if the FOB point and the acceptance location apply to all of the line items. When the FOB point and/or acceptance location varies by line item, use the 2/FOB/180 segment.*

**Data Element Summary**

Ref.	Data	Name	Attributes
Des.	Element		
>>	FOB01	146 Shipment Method of Payment	M ID 2/2
		Code identifying payment terms for transportation charges	
		BP Paid by Buyer	
		The buyer agrees to the transportation payment term requiring the buyer to pay transportation charges to a specified location (origin or destination location) <i>Indicates a Government Bill of Lading (GBL) will be issued.</i>	
		PP Prepaid (by Seller)	
		<i>Use to indicate that transportation charges are not included in the unit price but are prepaid and are to be added as a separate item on this instrument's invoice.</i>	
		PS Paid by Seller	
		The seller agrees to the transportation payment term requiring the seller to pay transportation charges to a specified location (origin or destination location) <i>Use to indicate transportation charges are included in the unit price.</i>	
	FOB02	309 Location Qualifier	X ID 1/2
		Code identifying type of location	
		DE Destination (Shipping)	
		OR Origin (Shipping Point)	
		ZZ Mutually Defined	
		<i>Used to indicate an Other FOB point, i.e., neither at origin nor at destination. Provide the address in the 1/N1/310 loop, citing code KX in N101.</i>	
X	FOB03	352 Description	O AN 1/80
		A free-form description to clarify the related data elements and their content	
X	FOB04	334 Transportation Terms Qualifier Code	O ID 2/2
		Code identifying the source of the transportation terms	
X	FOB05	335 Transportation Terms Code	X ID 3/3
		Code identifying the trade terms which apply to the shipment transportation responsibility	
	FOB06	309 Location Qualifier	X ID 1/2

Code identifying type of location

*Identifies the acceptance/inspection point.*

DE	Destination (Shipping)
KE	Port of Embarkation
OR	Origin (Shipping Point)
ZZ	Mutually Defined

*Used to indicate the acceptance point is neither at origin nor at destination.*

*When both the acceptance and inspection points are the same location but neither origin nor destination, use the 1/N1/310 loop, citing code 7M in N101.*

*When both the acceptance and inspection points are at different locations but neither are origin nor destination, use the 1/N1/310 loop to provide the acceptance point address, citing code KZ in N101 and the inspection point in another iteration of the N1 loop, citing code L1 in N101.*

X	FOB07	352	<b>Description</b> A free-form description to clarify the related data elements and their content	O	AN	1/80
X	FOB08	54	<b>Risk of Loss Qualifier</b> Code specifying where responsibility for risk of loss passes	O	ID	2/2
X	FOB09	352	<b>Description</b> A free-form description to clarify the related data elements and their content	X	AN	1/80

**Segment:** **CSH** Header Sale Condition  
**Position:** 110  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 25  
**Purpose:** To specify general conditions or requirements of the sale  
**Syntax Notes:**

- 1 If CSH02 is present, then CSH03 is required.
- 2 If either CSH06 or CSH07 is present, then the other is required.

**Semantic Notes:**

- 1 CSH03 is the maximum monetary amount value which the order must not exceed.
- 2 CSH04 is the account number to which the purchase amount is to be charged.
- 3 CSH05 is the date specified by the sender to be shown on the invoice.
- 4 CSH06 identifies the source of the code value in CSH07.
- 5 CSH09 is the percent of the Set-Aside.

**Comments:**  
**Notes:** *Use this 1/CSH/110 segment to identify conditions of sale that apply to all of the line items. If there are conditions of sale that apply to a specific line item, use the 2/IT8/140 segment.*

**Data Element Summary**

Ref.	Data	Name	Attributes
Des.	Element		O ID 1/2
CSH01	563	<b>Sales Requirement Code</b> Code to identify a specific requirement or agreement of sale K Small Purchase Set Aside for Small Businesses UP Unrestricted Procurement	O ID 1/2
X	CSH02	<b>564 Do-Not-Exceed Action Code</b> Code indicating the action to be taken if the order amount exceeds the value of Do-Not-Exceed Amount (565)	O ID 1/1
X	CSH03	<b>610 Amount</b> Monetary amount	X N2 1/15
X	CSH04	<b>508 Account Number</b> Account number assigned	O AN 1/35
X	CSH05	<b>373 Date</b> Date (YYMMDD)	O DT 6/6
X	CSH06	<b>559 Agency Qualifier Code</b> Code identifying the agency assigning the code values	X ID 2/2
X	CSH07	<b>560 Special Services Code</b> Code identifying the special service	X ID 2/10
	CSH08	<b>566 Product/Service Substitution Code</b> Code indicating product or service substitution conditions B0 No Substitution Allowed	O ID 1/2
X	CSH09	<b>954 Percent</b> Percentage expressed as a decimal	O R 1/10

**Segment:** **DTM** Date/Time Reference  
**Position:** 150  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 10  
**Purpose:** To specify pertinent dates and times  
**Syntax Notes:** 1 At least one of DTM02 DTM03 or DTM06 is required.  
2 If either DTM06 or DTM07 is present, then the other is required.  
**Semantic Notes:**  
**Comments:**

#### Data Element Summary

Ref.	Data Element	Name	Attributes
>>	DTM01	374 <b>Date/Time Qualifier</b> Code specifying type of date or time, or both date and time 997 Quote to be Recieved By A date on which or before a quote must be received at a location specified in an RFQ <i>Use to indicate the date and time for quote receipt.</i>	<b>M ID 3/3</b>
	DTM02	373 <b>Date</b> Date (YYMMDD)	<b>X DT 6/6</b>
	DTM03	337 <b>Time</b> Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99) <i>Use to identify the time of bid receipt.</i>	<b>X TM 4/8</b>
	DTM04	623 <b>Time Code</b> Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow ET Eastern Time	<b>O ID 2/2</b>
	DTM05	624 <b>Century</b> The first two characters in the designation of the year (CCYY)	<b>O N0 2/2</b>
X	DTM06	1250 <b>Date Time Period Format Qualifier</b> Code indicating the date format, time format, or date and time format	<b>X ID 2/3</b>
X	DTM07	1251 <b>Date Time Period</b> Expression of a date, a time, or range of dates, times or dates and times	<b>X AN 1/35</b>

**Segment:** **LDT** Lead Time  
**Position:** 160  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 12  
**Purpose:** To specify lead time for availability of products and services  
**Syntax Notes:**  
**Semantic Notes:** 1 LDT04 is the effective date of lead time information.  
**Comments:** 1 LDT02 is the quantity of unit of time periods.

**Data Element Summary**

Ref.	Data	<u>Name</u>	<u>Attributes</u>
<u>Des.</u>	<u>Element</u>		
>>	LDT01	345 <b>Lead Time Code</b> Code indicating the time range	M ID 2/2
		AT From Bid Opening to Expiration of Bid <i>Use to specify the time period for which the submitted quote must remain valid with the bid opening date as the basis.</i>	
		AU From Required-By Date to Expiration Date <i>Use to specify the time period the submitted quote must remain valid with the bid receipt date as the basis.</i>	
		AY From Date of Award to Date of Delivery	
>>	LDT02	380 <b>Quantity</b> Numeric value of quantity	M R 1/15
>>	LDT03	344 <b>Unit of Time Period or Interval</b> Code indicating the time period or interval Refer to 003050 Data Element Dictionary for acceptable code values.	M ID 2/2
X	LDT04	373 <b>Date</b> Date (YYMMDD)	O DT 6/6

**Segment:** **PID** Product/Item Description  
**Position:** 190  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 200  
**Purpose:** To describe a product or process in coded or free-form format  
**Syntax Notes:**

- 1 If PID04 is present, then PID03 is required.
- 2 At least one of PID04 or PID05 is required.
- 3 If PID07 is present, then PID03 is required.
- 4 If PID08 is present, then PID03 is required.

**Semantic Notes:**

- 1 Use PID03 to indicate the organization that publishes the code list being referred to.
- 2 PID04 should be used for industry-specific product description codes.
- 3 PID08 describes the physical characteristics of the product identified in PID04. A ``Y" indicates that the specified attribute applies to this item. A ``N" indicates it does not apply. Any other value is indeterminate.

**Comments:**

- 1 If PID01 = ``F", then PID05 is used. If PID01 = ``S", then PID04 is used. If PID01 = ``X", then both PID04 and PID05 are used.
- 2 Use PID06 when necessary to refer to the product surface or layer being described in the segment.
- 3 PID07 specifies the individual code list of the agency specified in PID03.

**Notes:** *This segment provides a description of the requested items/material that applies to all of the line items. When the descriptions vary by line item, the description will be provided in segment 2/PID/050.*

#### Data Element Summary

Ref.	Data					
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>			
>>	PID01	349	<b>Item Description Type</b>	M	ID	1/1
			Code indicating the format of a description			
			F Free-form			
X	PID02	750	<b>Product/Process Characteristic Code</b>	O	ID	2/3
			Code identifying the general class of a product or process characteristic			
X	PID03	559	<b>Agency Qualifier Code</b>	X	ID	2/2
			Code identifying the agency assigning the code values			
X	PID04	751	<b>Product Description Code</b>	X	AN	1/12
			A code from an industry code list which provides specific data about a product characteristic			
	PID05	352	<b>Description</b>	X	AN	1/80
			A free-form description to clarify the related data elements and their content			
X	PID06	752	<b>Surface/Layer/Position Code</b>	O	ID	2/2
			Code indicating the product surface, layer or position that is being described			
X	PID07	822	<b>Source Subqualifier</b>	O	AN	1/15
			A reference that indicates the table or text maintained by the Source Qualifier			
X	PID08	1073	<b>Yes/No Condition or Response Code</b>	O	ID	1/1
			Code indicating a Yes or No condition or response			

**Segment:** MEA Measurements

**Position:** 200

**Loop:**

**Level:** Heading

**Usage:** Optional

**Max Use:** 40

**Purpose:** To specify physical measurements or counts, including dimensions, tolerances, variances, and weights(See Figures Appendix for example of use of C001)

**Syntax Notes:** 1 At least one of MEA03 MEA05 MEA06 or MEA08 is required.

2 If MEA05 is present, then MEA04 is required.

3 If MEA06 is present, then MEA04 is required.

4 If MEA07 is present, then at least one of MEA03 MEA05 or MEA06 is required.

5 Only one of MEA08 or MEA03 may be present.

**Semantic Notes:** 1 MEA04 defines the unit of measure for MEA03, MEA05, and MEA06.

**Comments:** 1 When citing dimensional tolerances, any measurement requiring a sign (+ or -), or any measurement where a positive (+) value cannot be assumed, use MEA05 as the negative (-) value and MEA06 as the positive (+) value.

### Data Element Summary

<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
<u>Des.</u>	<u>Element</u>		
MEA01	737	<b>Measurement Reference ID Code</b> Code identifying the broad category to which a measurement applies CS Core Size <i>When REF01 is Code IJ, use to indicate the size standard for the cited SIC code.</i>	O ID 2/2
MEA02	738	<b>Measurement Qualifier</b> Code identifying a specific product or process characteristic to which a measurement applies MX Maximum <i>Indicates the maximum size standard applicable to the SIC code specified in the REF segment.</i> PO Percent of Order (-, +) Expression of allowable variance of order expressed either as absolute (for example 92% to 110%) or relative percent (for example - 8% to + 10%) <i>Indicates the variation in quantity permitted when it is expressed as a percent of the quantity ordered. The percent under and/or over will be specified in MEA05/06.</i>	O ID 1/3
MEA03	739	<b>Measurement Value</b> The value of the measurement	X R 1/20
MEA04	C001	<b>Composite Unit of Measure</b> To identify a composite unit of measure(See Figures Appendix for examples of use.)	X
>>	C00101	<b>355 Unit or Basis for Measurement Code</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken IE Person <i>When MEA01 is code CS, indicates the SIC size standard in terms of number of employees.</i> R5 Thousands of Dollars <i>When MEA01 is code CS, indicates the SIC size standard in terms of dollar amount of sales.</i>	M ID 2/2
X	C00102	<b>1018 Exponent</b> Power to which a unit is raised	O R 1/15
X	C00103	<b>649 Multiplier</b>	O R 1/10

			Value to be used as a multiplier to obtain a new value			
X	C00104	355	<b>Unit or Basis for Measurement Code</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	O	ID	2/2
X	C00105	1018	<b>Exponent</b> Power to which a unit is raised	O	R	1/15
X	C00106	649	<b>Multiplier</b> Value to be used as a multiplier to obtain a new value	O	R	1/10
X	C00107	355	<b>Unit or Basis for Measurement Code</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	O	ID	2/2
X	C00108	1018	<b>Exponent</b> Power to which a unit is raised	O	R	1/15
X	C00109	649	<b>Multiplier</b> Value to be used as a multiplier to obtain a new value	O	R	1/10
X	C00110	355	<b>Unit or Basis for Measurement Code</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	O	ID	2/2
X	C00111	1018	<b>Exponent</b> Power to which a unit is raised	O	R	1/15
X	C00112	649	<b>Multiplier</b> Value to be used as a multiplier to obtain a new value	O	R	1/10
X	C00113	355	<b>Unit or Basis for Measurement Code</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	O	ID	2/2
X	C00114	1018	<b>Exponent</b> Power to which a unit is raised	O	R	1/15
X	C00115	649	<b>Multiplier</b> Value to be used as a multiplier to obtain a new value	O	R	1/10
	MEA05	740	<b>Range Minimum</b> The value specifying the minimum of the measurement range	X	R	1/20
	MEA06	741	<b>Range Maximum</b> The value specifying the maximum of the measurement range	X	R	1/20
X	MEA07	935	<b>Measurement Significance Code</b> Code used to benchmark, qualify or further define a measurement value	O	ID	2/2
X	MEA08	936	<b>Measurement Attribute Code</b> Code used to express an attribute response when a numeric measurement value cannot be determined	X	ID	2/2
X	MEA09	752	<b>Surface/Layer/Position Code</b> Code indicating the product surface, layer or position that is being described	O	ID	2/2
X	MEA10	1373	<b>Measurement Method or Device</b> The method or device used to record the measurement	O	ID	2/4

**Segment:** **RRA** Required Response  
**Position:** 280  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 100  
**Purpose:** To indicate information that is required to be included in the response  
**Syntax Notes:**  
**Semantic Notes:** 1 Use RRA02 only to specify applicable regulatory or contractual clause.  
**Comments:**  
**Notes:** *This segment is used to indicate that specific information must be provided with their proposal, e.g., a certification, a representation or other information.*

**Data Element Summary**

Ref.	Data	Name	Attributes
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
>> RRA01	701	Information Type Code specifying the information required in the response 14 As Indicated by the Cited Reference <i>Indicates the reference number that requires an offeror to provide a certification, representation or other information. This reference number will be a clause number or some unique reference number previously provided to offerors</i>	M ID 2/2
RRA02	127	Reference Number Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.	O AN 1/30

**Segment:** **N9** Reference Number  
**Position:** 290  
**Loop:** N9  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To transmit identifying numbers and descriptive information as specified by the reference number qualifier

**Syntax Notes:**  
**1** At least one of N902 or N903 is required.  
**2** If N906 is present, then N905 is required.

**Semantic Notes:**  
**1** N906 reflects the time zone which the time reflects.

**Comments:**

**Notes:** *Use this 1/N9/290 loop to identify various clauses (e.g., FAR, DFAR, DLAR, or other clauses), special instructions or other references which are applicable to the entire solicitation. If the information varies by line item, use the 2/N9/320 loop.*

**Data Element Summary**

Ref. Des.	Data Element	Name	Attributes		
			M	ID	2/2
>> N901	128	Reference Number Qualifier			
		Code qualifying the Reference Number.			
		CJ			
		Clause Number			
		<i>Indicates a purchasing activity clause (i.e., a clause not found in FAR/DFARS, etc.). The purchasing activity issuing the clause will be identified in N903.</i>			
		DF			
		Defense Federal Acquisition Regulations (DFAR)			
		DX			
		Department/Agency Number			
		<i>Indicates and Agency clause with the Agency identified in N903.</i>			
		FA			
		Federal Acquisition Regulations (FAR)			
		K7			
		Paragraph Number			
		<i>Used to indicate specific paragraphs (clauses) from the Master Solicitation that are applicable to the solicitation. The applicable Master Solicitation will be identified using qualifier KZ.</i>			
		KD			
		Special Instructions Number			
		<i>Indicates a special instruction provided by the agency or purchasing activity identified in N903.</i>			
		KT			
		Request for Quotation Reference			
		A discrete number assigned for identification purposes to a request for quotation			
		KY			
		Site Specific Procedures, Terms, and Conditions			
		A set of procedures, terms, and conditions, applicable to a category of procurement emanating from a specific location, which will be incorporated into all procurement actions in that category by referencing its unique number rather than by incorporating the lengthy details it represents			
		<i>Indicates a clause included in a master solicitation.</i>			
		KZ			
		Master Solicitation Procedures, Terms, and Conditions			
		A set of standard procedures, terms, and conditions, applicable to a category of procurement, which will be incorporated into all procurement actions in that category by referencing its unique number rather than by incorporating the lengthy details it represents			
		<i>Indicates the Master Solicitation number that contains terms and conditions applicable to this solicitation.</i>			
N902	127	Reference Number	X	AN	1/30

			Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.			
	<b>N903</b>	<b>369</b>	<b>Free-form Description</b>	<b>X</b>	<b>AN</b>	<b>1/45</b>
			Free-form descriptive text			
	<b>N904</b>	<b>373</b>	<b>Date</b>	<b>O</b>	<b>DT</b>	<b>6/6</b>
			Date (YYMMDD)			
<b>X</b>	<b>N905</b>	<b>337</b>	<b>Time</b>	<b>X</b>	<b>TM</b>	<b>4/8</b>
			Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)			
<b>X</b>	<b>N906</b>	<b>623</b>	<b>Time Code</b>	<b>O</b>	<b>ID</b>	<b>2/2</b>
			Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow			

**Segment:** **MSG** Message Text  
**Position:** 300  
**Loop:** N9  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 1000  
**Purpose:** To provide a free form format that would allow the transmission of text information.  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:** 1 MSG02 is not related to the specific characteristics of a printer, but identifies top of page, advance a line, etc.

**Notes:** 1. Use this segment to carry the title or full text of any clause, if it is required, or another solicitation reference associated with the number cited in N902.

2. This segment is also used to carry clause fill-in information if that information is not provided elsewhere within the transaction set. When providing fill-in information, the clause title, if cited, and the alternate identifier and date, if applicable, will be the first data provided. This data will be followed by a numeric designation of the fill-ins being provided. Each fill-in will be preceded by the paragraph or section identifier in the clause where the fill-in information is to be inserted (if identifiers are included in the clause). If there is no paragraph or section designator, the required information will immediately follow the numeric designation of the fill-ins being provided.

3. A pipe sign (|) will be inserted after each data item. As an example, the fill-in information required by FAR 52.212-3 will be provided as follows:

*Commencement, Prosecution, and Completion of Work| Alternative I (Apr 1984)| 3| (a) 30| (c) Sep 30, 1995| Jan 15, 1995|*

**Data Element Summary**

	<b>Ref.</b>	<b>Data</b>			
	<b>Des.</b>	<b>Element</b>	<b>Name</b>	<b>Attributes</b>	
>>	MSG01	933	Free-Form Message Text Free-form message text	M	AN 1/264
X	MSG02	934	Printer Carriage Control Code A field to be used for the control of the line feed of the receiving printer	O	ID 2/2

**Segment:** **N1** Name  
**Position:** 310  
**Loop:** N1  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To identify a party by type of organization, name, and code  
**Syntax Notes:** 1 At least one of N102 or N103 is required.  
 2 If either N103 or N104 is present, then the other is required.  
**Semantic Notes:**  
**Comments:** 1 This segment, used alone, provides the most efficient method of providing organizational identification. To obtain this efficiency the "ID Code" (N104) must provide a key to the table maintained by the transaction processing party.  
 2 N105 and N106 further define the type of entity in N101.

**Data Element Summary**

Ref.	Data Element	Name	Attributes
>>	N101	98 Entity Identifier Code	M ID 2/2
		Code identifying an organizational entity, a physical location, or an individual	
		31 Postal Mailing Address	
		7M Inspection and Acceptance Location	
		<i>Used to indicate the inspection and acceptance point when both are at the same location but the location is neither at origin nor at destination.</i>	
		BY Buying Party (Purchaser)	
		CY Country	
		KZ Acceptance Location	
		<i>Indicates the acceptance point is other than origin or destination.</i>	
		L1 Inspection Location	
		Place where the item was viewed or inspected	
		<i>Indicates the inspection location when it is other than origin or destination.</i>	
		ST Ship To	
		XP Party to Receive Solicitation	
		Z7 Mark-for Party	
		The party for whom the needed material is intended	
	N102	93 Name	X AN 1/35
		Free-form name	
	N103	66 Identification Code Qualifier	X ID 1/2
		Code designating the system/method of code structure used for Identification Code (67)	
		10 Department of Defense Activity Address Code (DODAAC)	
		33 Commercial and Government Entity (CAGE)	
	N104	67 Identification Code	X AN 2/20
		Code identifying a party or other code	
X	N105	706 Entity Relationship Code	O ID 2/2
		Code describing entity relationship	
X	N106	98 Entity Identifier Code	O ID 2/2
		Code identifying an organizational entity, a physical location, or an individual	

**Segment:** N2 Additional Name Information  
**Position:** 320  
**Loop:** N1  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 2  
**Purpose:** To specify additional names or those longer than 35 characters in length  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

	<b>Ref. Des.</b>	<b>Data Element</b>	<b>Name</b>	<b>Attributes</b>
>>	N201	93	<b>Name</b> Free-form name	M AN 1/35
	N202	93	<b>Name</b> Free-form name	O AN 1/35

**Segment:** N3 Address Information  
**Position:** 330  
**Loop:** N1  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 2  
**Purpose:** To specify the location of the named party  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

	<b>Ref. Des.</b>	<b>Data Element</b>	<b>Name</b>	<b>Attributes</b>
>>	N301	166	<b>Address Information</b> Address information	M AN 1/35
	N302	166	<b>Address Information</b> Address information	O AN 1/35

**Segment:** **N4 Geographic Location**  
**Position:** 340  
**Loop:** N1  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** >1  
**Purpose:** To specify the geographic place of the named party  
**Syntax Notes:** 1 If N406 is present, then N405 is required.  
**Semantic Notes:**  
**Comments:** 1 A combination of either N401 through N404, or N405 and N406 may be adequate to specify a location.  
2 N402 is required only if city name (N401) is in the USA or Canada.

**Data Element Summary**

<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
N401	19	<b>City Name</b> Free-form text for city name	O AN 2/30
N402	156	<b>State or Province Code</b> Code (Standard State/Province) as defined by appropriate government agency	O ID 2/2
N403	116	<b>Postal Code</b> Code defining international postal zone code excluding punctuation and blanks (zip code for United States)	O ID 3/11
N404	26	<b>Country Code</b> Code identifying the country	O ID 2/3
N405	309	<b>Location Qualifier</b> Code identifying type of location AR Armed Services Location Designation <i>Indicates an Army Post Office (APO) or a Fleet Post Office (FPO).</i>	X ID 1/2
N406	310	<b>Location Identifier</b> Code which identifies a specific location <i>When N405 is AR, this element provides the two letter APO or FPO identifier.</i> AA - Miami AE - New York AP - San Francisco	O AN 1/30

**Segment:** **PER** Administrative Communications Contact  
**Position:** 360  
**Loop:** N1  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** >1  
**Purpose:** To identify a person or office to whom administrative communications should be directed  
**Syntax Notes:**

- 1 If either PER03 or PER04 is present, then the other is required.
- 2 If either PER05 or PER06 is present, then the other is required.
- 3 If either PER07 or PER08 is present, then the other is required.

**Semantic Notes:**  
**Comments:**

**Data Element Summary**

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
>>	PER01	366	<b>Contact Function Code</b> Code identifying the major duty or responsibility of the person or group named BD Buyer Name or Department	M ID 2/2
	PER02	93	<b>Name</b> Free-form name	O AN 1/35
	PER03	365	<b>Communication Number Qualifier</b> Code identifying the type of communication number TE Telephone	X ID 2/2
	PER04	364	<b>Communication Number</b> Complete communications number including country or area code when applicable	X AN 1/80
	PER05	365	<b>Communication Number Qualifier</b> Code identifying the type of communication number FX Facsimile	X ID 2/2
	PER06	364	<b>Communication Number</b> Complete communications number including country or area code when applicable	X AN 1/80
X	PER07	365	<b>Communication Number Qualifier</b> Code identifying the type of communication number	X ID 2/2
X	PER08	364	<b>Communication Number</b> Complete communications number including country or area code when applicable	X AN 1/80
X	PER09	443	<b>Contact Inquiry Reference</b> Additional reference number or description to clarify a contact number	O AN 1/20

**Segment:** **PO1** **Baseline Item Data**  
**Position:** 010  
**Loop:** PO1  
**Level:** Detail  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To specify basic and most frequently used line item data  
**Syntax Notes:**

- 1 If PO103 is present, then PO102 is required.
- 2 If PO105 is present, then PO104 is required.
- 3 If either PO106 or PO107 is present, then the other is required.
- 4 If either PO108 or PO109 is present, then the other is required.
- 5 If either PO110 or PO111 is present, then the other is required.
- 6 If either PO112 or PO113 is present, then the other is required.
- 7 If either PO114 or PO115 is present, then the other is required.
- 8 If either PO116 or PO117 is present, then the other is required.
- 9 If either PO118 or PO119 is present, then the other is required.
- 10 If either PO120 or PO121 is present, then the other is required.
- 11 If either PO122 or PO123 is present, then the other is required.
- 12 If either PO124 or PO125 is present, then the other is required.

**Semantic Notes:**  
**Comments:**

- 1 See the Data Dictionary for a complete list of ID's.
- 2 PO101 is the line item identification.
- 3 PO106 through PO125 provide for ten (10) different product/service ID's per each item. For example: Case, Color, Drawing No., UPC No., ISBN No., Model No., SKU.

#### Data Element Summary

Ref.	Data	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
		350	<b>Assigned Identification</b> Alphanumeric characters assigned for differentiation within a transaction set <i>Used to indicate the Solicitation Line Item Number.</i>	O AN 1/11
		330	<b>Quantity Ordered</b> Quantity ordered <i>Specifies the quantity of the item being solicited. If prices for step ladder quantities are being solicited, PO102 will cite the base quantity that is being solicited and the step ladder quantities will be cited in the 2/CTP/040 segment.</i>	X R 1/9
		355	<b>Unit or Basis for Measurement Code</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken Refer to 003050 Data Element Dictionary for acceptable code values.	O ID 2/2
X		212	<b>Unit Price</b> Price per unit of product, service, commodity, etc.	X R 1/17
X		639	<b>Basis of Unit Price Code</b> Code identifying the type of unit price for an item	O ID 2/2
		235	<b>Product/Service ID Qualifier</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234) FS National Stock Number MG Manufacturer's Part Number <i>The manufacturer's CAGE code will be cited in the next 235/234 pair identified with code ZB.</i>	X ID 2/2
		234	<b>Product/Service ID</b> Identifying number for a product or service	X AN 1/40
		235	<b>Product/Service ID Qualifier</b>	X ID 2/2

		Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
		MG	Manufacturer's Part Number		
			<i>The manufacturer's CAGE code will be cited in the next 235/234 pair identified with code ZB.</i>		
		ZB	Commercial and Government Entity (CAGE) Code		
			A code that identifies a commercial contractor authorized to do business with the U.S. government		
<b>PO109</b>	<b>234</b>	<b>Product/Service ID</b>		<b>X AN</b>	<b>1/40</b>
		Identifying number for a product or service			
<b>PO110</b>	<b>235</b>	<b>Product/Service ID Qualifier</b>		<b>X ID</b>	<b>2/2</b>
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
		MG	Manufacturer's Part Number		
			<i>The manufacturer's CAGE code will be cited in the next 235/234 pair identified with code ZB.</i>		
		ZB	Commercial and Government Entity (CAGE) Code		
			A code that identifies a commercial contractor authorized to do business with the U.S. government		
<b>PO111</b>	<b>234</b>	<b>Product/Service ID</b>		<b>X AN</b>	<b>1/40</b>
		Identifying number for a product or service			
<b>PO112</b>	<b>235</b>	<b>Product/Service ID Qualifier</b>		<b>X ID</b>	<b>2/2</b>
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
		MG	Manufacturer's Part Number		
			<i>The manufacturer's CAGE code will be cited in the next 235/234 pair identified with code ZB.</i>		
		ZB	Commercial and Government Entity (CAGE) Code		
			A code that identifies a commercial contractor authorized to do business with the U.S. government		
<b>PO113</b>	<b>234</b>	<b>Product/Service ID</b>		<b>X AN</b>	<b>1/40</b>
		Identifying number for a product or service			
<b>PO114</b>	<b>235</b>	<b>Product/Service ID Qualifier</b>		<b>X ID</b>	<b>2/2</b>
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
		MG	Manufacturer's Part Number		
			<i>The manufacturer's CAGE code will be cited in the next 235/234 pair identified with code ZB.</i>		
		ZB	Commercial and Government Entity (CAGE) Code		
			A code that identifies a commercial contractor authorized to do business with the U.S. government		
<b>PO115</b>	<b>234</b>	<b>Product/Service ID</b>		<b>X AN</b>	<b>1/40</b>
		Identifying number for a product or service			
<b>PO116</b>	<b>235</b>	<b>Product/Service ID Qualifier</b>		<b>X ID</b>	<b>2/2</b>
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
		MG	Manufacturer's Part Number		
			<i>The manufacturer's CAGE code will be cited in the next 235/234 pair identified with code ZB.</i>		
		ZB	Commercial and Government Entity (CAGE) Code		
			A code that identifies a commercial contractor authorized to do business with the U.S. government		
<b>PO117</b>	<b>234</b>	<b>Product/Service ID</b>		<b>X AN</b>	<b>1/40</b>
		Identifying number for a product or service			
<b>PO118</b>	<b>235</b>	<b>Product/Service ID Qualifier</b>		<b>X ID</b>	<b>2/2</b>
		Code identifying the type/source of the descriptive number used in			

		Product/Service ID (234)			
		MG	Manufacturer's Part Number		
			<i>The manufacturer's CAGE code will be cited in the next 235/234 pair identified with code ZB.</i>		
		ZB	Commercial and Government Entity (CAGE) Code		
			A code that identifies a commercial contractor authorized to do business with the U.S. government		
<b>PO119</b>	<b>234</b>	<b>Product/Service ID</b>		<b>X AN</b>	<b>1/40</b>
		Identifying number for a product or service			
<b>PO120</b>	<b>235</b>	<b>Product/Service ID Qualifier</b>		<b>X ID</b>	<b>2/2</b>
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
		MG	Manufacturer's Part Number		
			<i>The manufacturer's CAGE code will be cited in the next 235/234 pair identified with code ZB.</i>		
		ZB	Commercial and Government Entity (CAGE) Code		
			A code that identifies a commercial contractor authorized to do business with the U.S. government		
<b>PO121</b>	<b>234</b>	<b>Product/Service ID</b>		<b>X AN</b>	<b>1/40</b>
		Identifying number for a product or service			
<b>PO122</b>	<b>235</b>	<b>Product/Service ID Qualifier</b>		<b>X ID</b>	<b>2/2</b>
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
		MG	Manufacturer's Part Number		
			<i>The manufacturer's CAGE code will be cited in the next 235/234 pair identified with code ZB.</i>		
		ZB	Commercial and Government Entity (CAGE) Code		
			A code that identifies a commercial contractor authorized to do business with the U.S. government		
<b>PO123</b>	<b>234</b>	<b>Product/Service ID</b>		<b>X AN</b>	<b>1/40</b>
		Identifying number for a product or service			
<b>PO124</b>	<b>235</b>	<b>Product/Service ID Qualifier</b>		<b>X ID</b>	<b>2/2</b>
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
		ZB	Commercial and Government Entity (CAGE) Code		
			A code that identifies a commercial contractor authorized to do business with the U.S. government		
<b>PO125</b>	<b>234</b>	<b>Product/Service ID</b>		<b>X AN</b>	<b>1/40</b>
		Identifying number for a product or service			

**Segment:** **PO3** Additional Item Detail  
**Position:** 030  
**Loop:** PO1  
**Level:** Detail  
**Usage:** Optional  
**Max Use:** 25  
**Purpose:** To specify additional item-related data involving variations in normal price/quantity structure

- Syntax Notes:** 1 If PO304 is present, then at least one of PO303 or PO305 is required.  
**Semantic Notes:**  
**Comments:** 1 Some examples of price/quantity variations are: price in different units from the PO1 segment, price changes by date, or price changes by quantity (break and level).  
 2 PO307 defines the unit of measure for PO306.

**Data Element Summary**

	<b>Ref. Des.</b>	<b>Data Element</b>	<b>Name</b>	<b>Attributes</b>
>>	PO301	371	<b>Change Reason Code</b> Code specifying the reason for price or quantity change AQ Alternate Quantity and Unit of Measure	M ID 2/2
X	PO302	373	<b>Date</b> Date (YYMMDD)	O DT 6/6
X	PO303	236	<b>Price Identifier Code</b> Code identifying pricing specification	X ID 3/3
X	PO304	212	<b>Unit Price</b> Price per unit of product, service, commodity, etc.	O R 1/17
X	PO305	639	<b>Basis of Unit Price Code</b> Code identifying the type of unit price for an item	X ID 2/2
>>	PO306	380	<b>Quantity</b> Numeric value of quantity	M R 1/15
>>	PO307	355	<b>Unit or Basis for Measurement Code</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken Refer to 003050 Data Element Dictionary for acceptable code values.	M ID 2/2
X	PO308	352	<b>Description</b> A free-form description to clarify the related data elements and their content	O AN 1/80

**Segment:** MEA Measurements  
**Position:** 049  
**Loop:** PO1  
**Level:** Detail  
**Usage:** Optional  
**Max Use:** 40  
**Purpose:** To specify physical measurements or counts, including dimensions, tolerances, variances, and weights(See Figures Appendix for example of use of C001)  
**Syntax Notes:**

- 1 At least one of MEA03 MEA05 MEA06 or MEA08 is required.
- 2 If MEA05 is present, then MEA04 is required.
- 3 If MEA06 is present, then MEA04 is required.
- 4 If MEA07 is present, then at least one of MEA03 MEA05 or MEA06 is required.
- 5 Only one of MEA08 or MEA03 may be present.

**Semantic Notes:**

- 1 MEA04 defines the unit of measure for MEA03, MEA05, and MEA06.

**Comments:**

- 1 When citing dimensional tolerances, any measurement requiring a sign (+ or -), or any measurement where a positive (+) value cannot be assumed, use MEA05 as the negative (-) value and MEA06 as the positive (+) value.

### Data Element Summary

Ref.	Data					
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>			
X	MEA01	737	<b>Measurement Reference ID Code</b>	O	ID	2/2
			Code identifying the broad category to which a measurement applies			
	MEA02	738	<b>Measurement Qualifier</b>	O	ID	1/3
			Code identifying a specific product or process characteristic to which a measurement applies			
			PO			Percent of Order (-, +)
						Expression of allowable variance of order expressed either as absolute (for example 92% to 110%) or relative percent (for example - 8% to + 10%)
						<i>Indicates the variation of quantity permitted expressed as a percent of the quantity ordered. The percent under and/or over is specified in MEA05/06.</i>
X	MEA03	739	<b>Measurement Value</b>	X	R	1/20
			The value of the measurement			
	MEA04	C001	<b>Composite Unit of Measure</b>	X		
			To identify a composite unit of measure(See Figures Appendix for examples of use.)			
>>	C00101	355	<b>Unit or Basis for Measurement Code</b>	M	ID	2/2
			Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken			
			P1			Percent
X	C00102	1018	<b>Exponent</b>	O	R	1/15
			Power to which a unit is raised			
X	C00103	649	<b>Multiplier</b>	O	R	1/10
			Value to be used as a multiplier to obtain a new value			
X	C00104	355	<b>Unit or Basis for Measurement Code</b>	O	ID	2/2
			Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken			
X	C00105	1018	<b>Exponent</b>	O	R	1/15
			Power to which a unit is raised			
X	C00106	649	<b>Multiplier</b>	O	R	1/10
			Value to be used as a multiplier to obtain a new value			
X	C00107	355	<b>Unit or Basis for Measurement Code</b>	O	ID	2/2
			Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken			
X	C00108	1018	<b>Exponent</b>	O	R	1/15

X	C00109	649	Power to which a unit is raised <b>Multiplier</b> Value to be used as a multiplier to obtain a new value	O	R	1/10
X	C00110	355	<b>Unit or Basis for Measurement Code</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	O	ID	2/2
X	C00111	1018	<b>Exponent</b> Power to which a unit is raised	O	R	1/15
X	C00112	649	<b>Multiplier</b> Value to be used as a multiplier to obtain a new value	O	R	1/10
X	C00113	355	<b>Unit or Basis for Measurement Code</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	O	ID	2/2
X	C00114	1018	<b>Exponent</b> Power to which a unit is raised	O	R	1/15
X	C00115	649	<b>Multiplier</b> Value to be used as a multiplier to obtain a new value	O	R	1/10
	MEA05	740	<b>Range Minimum</b> The value specifying the minimum of the measurement range <i>1. Specifies the variation in quantity under.</i> <i>2. Percents will be cited as follows: 4.25% will be cited as 4.25; 3% will be cited as 3 (leading and trailing zeros are suppressed).</i>	X	R	1/20
	MEA06	741	<b>Range Maximum</b> The value specifying the maximum of the measurement range <i>1. Specifies the variation in quantity over.</i> <i>2. Percents will be cited as follows: 4.25% will be cited as 4.25; 3% will be cited as 3 (leading and trailing zeros are suppressed).</i>	X	R	1/20
X	MEA07	935	<b>Measurement Significance Code</b> Code used to benchmark, qualify or further define a measurement value	O	ID	2/2
X	MEA08	936	<b>Measurement Attribute Code</b> Code used to express an attribute response when a numeric measurement value cannot be determined	X	ID	2/2
X	MEA09	752	<b>Surface/Layer/Position Code</b> Code indicating the product surface, layer or position that is being described	O	ID	2/2
X	MEA10	1373	<b>Measurement Method or Device</b> The method or device used to record the measurement	O	ID	2/4

- Segment:** **PID** Product/Item Description
- Position:** 050
- Loop:** PID
- Level:** Detail
- Usage:** Optional
- Max Use:** 1
- Purpose:** To describe a product or process in coded or free-form format
- Syntax Notes:**
- 1 If PID04 is present, then PID03 is required.
  - 2 At least one of PID04 or PID05 is required.
  - 3 If PID07 is present, then PID03 is required.
  - 4 If PID08 is present, then PID03 is required.
- Semantic Notes:**
- 1 Use PID03 to indicate the organization that publishes the code list being referred to.
  - 2 PID04 should be used for industry-specific product description codes.
  - 3 PID08 describes the physical characteristics of the product identified in PID04. A ``Y" indicates that the specified attribute applies to this item. A ``N" indicates it does not apply. Any other value is indeterminate.
- Comments:**
- 1 If PID01 = ``F", then PID05 is used. If PID01 = ``S", then PID04 is used. If PID01 = ``X", then both PID04 and PID05 are used.
  - 2 Use PID06 when necessary to refer to the product surface or layer being described in the segment.
  - 3 PID07 specifies the individual code list of the agency specified in PID03.

#### Data Element Summary

Ref.	Data			Attributes
<u>Des.</u>	<u>Element</u>	<u>Name</u>		
>>	PID01	349	<b>Item Description Type</b> Code indicating the format of a description F Free-form	M ID 1/1
X	PID02	750	<b>Product/Process Characteristic Code</b> Code identifying the general class of a product or process characteristic	O ID 2/3
X	PID03	559	<b>Agency Qualifier Code</b> Code identifying the agency assigning the code values	X ID 2/2
X	PID04	751	<b>Product Description Code</b> A code from an industry code list which provides specific data about a product characteristic	X AN 1/12
	PID05	352	<b>Description</b> A free-form description to clarify the related data elements and their content	X AN 1/80
X	PID06	752	<b>Surface/Layer/Position Code</b> Code indicating the product surface, layer or position that is being described	O ID 2/2
X	PID07	822	<b>Source Subqualifier</b> A reference that indicates the table or text maintained by the Source Qualifier	O AN 1/15
X	PID08	1073	<b>Yes/No Condition or Response Code</b> Code indicating a Yes or No condition or response	O ID 1/1

**Segment:** **PKG** Marking, Packaging, Loading  
**Position:** 080  
**Loop:** PO1  
**Level:** Detail  
**Usage:** Optional  
**Max Use:** 200  
**Purpose:** To describe marking, packaging, loading, and unloading requirements  
**Syntax Notes:**

- 1 At least one of PKG04 PKG05 or PKG06 is required.
- 2 If PKG04 is present, then PKG03 is required.
- 3 If PKG05 is present, then PKG01 is required.

**Semantic Notes:**

- 1 PKG04 should be used for industry-specific packaging description codes.

**Comments:**

- 1 Use the MEA (Measurements) Segment to define dimensions, tolerances, weights, counts, physical restrictions, etc.
- 2 If PKG01 = ``F", then PKG05 is used. If PKG01 = ``S", then PKG04 is used. If PKG01 = ``X", then both PKG04 and PKG05 are used.
- 3 Use PKG03 to indicate the organization that publishes the code list being referred to.
- 4 Special marking or tagging data can be given in PKG05 (description).

**Notes:** *Packaging information such as the number of items in a unit container, the number of unit containers in an intermediate container, and the gross weight, cube and dimensions of a unit container or an intermediate container, is carried in the 2/PO4/090 segment.*

**Data Element Summary**

<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
<u>Des.</u>	<u>Element</u>		
PKG01	349	<b>Item Description Type</b> Code indicating the format of a description Refer to 003050 Data Element Dictionary for acceptable code values.	X ID 1/1
PKG02	753	<b>Packaging Characteristic Code</b> Code specifying the marking, packaging, loading and related characteristics being described CD Cleaning or Drying Procedure CT Cushioning Thickness CUD Cushioning and Dunnage HM Hazardous Material IC Intermediate Container LP Level Of Preservation OPI Optional Procedure Indicator PK Packing PM Preservation Method PML Preservation Material SMK Special Marking UC Unit Container UCL Unit Container Level WM Wrapping Material	O ID 1/5
PKG03	559	<b>Agency Qualifier Code</b> Code identifying the agency assigning the code values DF Department of Defense (DoD)	X ID 2/2
PKG04	754	<b>Packaging Description Code</b> A code from an industry code list which provides specific data about the marking, packaging or loading and unloading of a product <i>The actual codes associated with the packaging characteristic codes cited in PKG02 can be found in ASC X12 Code Source List 197 (which is MIL-STD-2073-2C).</i>	X AN 1/7
PKG05	352	<b>Description</b>	X AN 1/80

A free-form description to clarify the related data elements and their content  
*Use to provide Supplemental Instructions or Special Packaging Instructions.*

X	PKG06	400	Unit Load Option Code	X	ID	2/2
			Code identifying loading or unloading a shipment			

**Segment:** **PO4** Item Physical Details  
**Position:** 090  
**Loop:** PO1  
**Level:** Detail  
**Usage:** Optional  
**Max Use:** >1  
**Purpose:** To specify the physical qualities, packaging, weights, and dimensions relating to the item  
**Syntax Notes:**

- 1 If either PO402 or PO403 is present, then the other is required.
- 2 If PO405 is present, then PO406 is required.
- 3 If either PO406 or PO407 is present, then the other is required.
- 4 If either PO408 or PO409 is present, then the other is required.
- 5 If PO410 is present, then PO413 is required.
- 6 If PO411 is present, then PO413 is required.
- 7 If PO412 is present, then PO413 is required.
- 8 If PO413 is present, then at least one of PO410 PO411 or PO412 is required.

**Semantic Notes:**

**Comments:** 1 PO403 - The "Unit of Measure Code" (Element #355) in this segment position is for purposes of defining the pack (PO401) /size (PO402) measure which indicates the quantity in the inner pack unit. Example: If the carton contains 24 12-Ounce packages, it would be described as follows: Element 356 = 24; Element 357 = 12; Element 355 = OZ.

2 PO413 defines the unit of measure for PO410, PO411, and PO412.

**Notes:** *Use this segment to specify the weight, cube, or dimensions of the unit or intermediate pack, or the unit pack quantity or intermediate container quantity; to indicate that palletized loads are required; or to indicate that shrink wrap is required. To specify the unit pack quantity, use PO401 and PO404 (code UNT). If there are 50 pairs in a unit container, PO401 would cite 50 and PO404 would cite code UNT. The number of unit containers in an intermediate container would be carried in PO414. If only the quantity per intermediate container is required, use code INT in PO404 and cite the quantity in PO414.*

**Data Element Summary**

Ref.	Data	Name	Attributes
Des.	Element		
PO401	356	Pack	O N0 1/6
		Number of inner pack units per outer pack unit	
		1. Used to identify the unit pack quantity.	
		2. The number 777777 indicates a bulk quantity (MIL-STD 2073-2C code BLK).	
		3. The number 888888 indicates "Packager's option as long as all other requirements are met" (MIL-STD 2073-2C code YYY).	
		4. The number 999999 indicates "Special requirements - refer to supplemental data , special instructions or drawings provided" (MIL-STD 2073-2C code ZZZ).	
X	PO402	357 Size	X R 1/8
		Size of supplier units in pack	
X	PO403	355 Unit or Basis for Measurement Code	X ID 2/2
		Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	
	PO404	103 Packaging Code	O AN 3/5
		Code identifying the type of packaging; Part 1: Packaging Form, Part 2: Packaging Material	
		INT Intermediate Container	
		UNT Unit	
X	PO405	187 Weight Qualifier	O ID 1/2
		Code defining the type of weight	

X	PO406	384	<b>Gross Weight per Pack</b> Numeric value of gross weight per pack	X	R	1/9
X	PO407	355	<b>Unit or Basis for Measurement Code</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	X	ID	2/2
X	PO408	385	<b>Gross Volume per Pack</b> Numeric value of gross volume per pack	X	R	1/9
X	PO409	355	<b>Unit or Basis for Measurement Code</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	X	ID	2/2
X	PO410	82	<b>Length</b> Largest horizontal dimension of an object measured when the object is in the upright position	X	R	1/8
X	PO411	189	<b>Width</b> Shorter measurement of the two horizontal dimensions measured with the object in the upright position	X	R	1/8
X	PO412	65	<b>Height</b> Vertical dimension of an object measured when the object is in the upright position	X	R	1/8
X	PO413	355	<b>Unit or Basis for Measurement Code</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	X	ID	2/2
	PO414	810	<b>Inner Pack</b> Number of units in each selling pack <i>1. Use to specify the quantity of unit containers in an intermediate container.</i> <i>2. The number 666666 indicates "See appendix B, MIL-STD 2073-1B" (MIL-STD 2073-2C code AAA).</i> <i>3. The number 777777 indicates "See method of preservation" (MIL-STD 2073-2C code XXX).</i> <i>4. The number 888888 indicates "Packer's option as long as all other requirements are met" (MIL-STD 2073-2C code YYY).</i>	O	N0	1/6

**Segment:** **REF** Reference Numbers  
**Position:** 100  
**Loop:** PO1  
**Level:** Detail  
**Usage:** Optional  
**Max Use:** >1  
**Purpose:** To specify identifying numbers.  
**Syntax Notes:** 1 At least one of REF02 or REF03 is required.  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

Ref.	Data Element	Name	Attributes
>> REF01	128	<b>Reference Number Qualifier</b> Code qualifying the Reference Number.	M ID 2/2
		2E Foreign Military Sales Case Number A reference number designating the foreign military sale records	
		IL Internal Order Number <i>Requisition Number</i>	
		P4 Project Code	
		PH Priority Rating	
		RQ Purchase Requisition No.	
		XE Transportation Priority Number Number indicating the level of government priority associated with the transportation of a shipment	
		ZZ Mutually Defined	
REF02	127	<b>Reference Number</b> Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.	X AN 1/30
REF03	352	<b>Description</b> A free-form description to clarify the related data elements and their content	X AN 1/80

**Segment:** **FOB** F.O.B. Related Instructions  
**Position:** 180  
**Loop:** PO1  
**Level:** Detail  
**Usage:** Optional  
**Max Use:** >1  
**Purpose:** To specify transportation instructions relating to shipment  
**Syntax Notes:**

- 1 If FOB03 is present, then FOB02 is required.
- 2 If FOB04 is present, then FOB05 is required.
- 3 If FOB07 is present, then FOB06 is required.
- 4 If FOB08 is present, then FOB09 is required.

**Semantic Notes:**

- 1 FOB01 indicates which party will pay the carrier.
- 2 FOB02 is the code specifying transportation responsibility location.
- 3 FOB06 is the code specifying the title passage location.
- 4 FOB08 is the code specifying the point at which the risk of loss transfers. This may be different than the location specified in FOB02/FOB03 and FOB06/FOB07.

**Comments:**

**Data Element Summary**

Ref.	Data	Name	Attributes
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
>>	FOB01	146 Shipment Method of Payment	M ID 2/2
		Code identifying payment terms for transportation charges	
		BP Paid by Buyer	
		The buyer agrees to the transportation payment term requiring the buyer to pay transportation charges to a specified location (origin or destination location) <i>Used to indicate a Government Bill of Lading (GBL) will be issued.</i>	
		PP Prepaid (by Seller)	
		<i>Used to indicate transportation charges are not to be included in the unit price but are to be prepaid and added as a separate item on the invoice.</i>	
		PS Paid by Seller	
		The seller agrees to the transportation payment term requiring the seller to pay transportation charges to a specified location (origin or destination location) <i>Used to indicate transportation charges are to be included in the unit price.</i>	
	FOB02	309 Location Qualifier	X ID 1/2
		Code identifying type of location	
		<i>Used to identify the FOB point.</i>	
		DE Destination (Shipping)	
		OR Origin (Shipping Point)	
		ZZ Mutually Defined	
		<i>Used to indicate an Other FOB point, i.e., neither at origin nor at destination. Provide the address in the 2/N1/340 loop, citing code KX in N101.</i>	
X	FOB03	352 Description	O AN 1/80
		A free-form description to clarify the related data elements and their content	
X	FOB04	334 Transportation Terms Qualifier Code	O ID 2/2
		Code identifying the source of the transportation terms	
X	FOB05	335 Transportation Terms Code	X ID 3/3
		Code identifying the trade terms which apply to the shipment transportation responsibility	
	FOB06	309 Location Qualifier	X ID 1/2

Code identifying type of location

Refer to 003050 Data Element Dictionary for acceptable code values.

X	FOB07	352	Description A free-form description to clarify the related data elements and their content	O	AN	1180
X	FOB08	54	Risk of Loss Qualifier Code specifying where responsibility for risk of loss passes	O	ID	2/2
X	FOB09	352	Description A free-form description to clarify the related data elements and their content	X	AN	1180

**Segment:** **LDT** Lead Time  
**Position:** 302  
**Loop:** LDT  
**Level:** Detail  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To specify lead time for availability of products and services  
**Syntax Notes:**  
**Semantic Notes:** 1 LDT04 is the effective date of lead time information.  
**Comments:** 1 LDT02 is the quantity of unit of time periods.

**Data Element Summary**

	<b>Ref.</b>	<b>Data</b>	<b>Name</b>	<b>Attributes</b>
	<b>Des.</b>	<b>Element</b>		
>>	LDT01	345	<b>Lead Time Code</b> Code indicating the time range AY From Date of Award to Date of Delivery	M ID 2/2
>>	LDT02	380	<b>Quantity</b> Numeric value of quantity	M R 1/15
>>	LDT03	344	<b>Unit of Time Period or Interval</b> Code indicating the time period or interval DA Calendar Days	M ID 2/2
X	LDT04	373	<b>Date</b> Date (YYMMDD)	O DT 6/6

**Segment:** N9 Reference Number

**Position:** 320

**Loop:** N9

**Level:** Detail

**Usage:** Optional

**Max Use:** 1

**Purpose:** To transmit identifying numbers and descriptive information as specified by the reference number qualifier

**Syntax Notes:** 1 At least one of N902 or N903 is required.

2 If N906 is present, then N905 is required.

**Semantic Notes:** 1 N906 reflects the time zone which the time reflects.

**Comments:**

#### Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
>>	N901	128	<b>Reference Number Qualifier</b> Code qualifying the Reference Number.	M ID 2/2
			KD Special Instructions Number <i>Indicates a special instruction provided by the agency or purchasing activity identified in N903.</i>	
			KY Site Specific Procedures, Terms, and Conditions A set of procedures, terms, and conditions, applicable to a category of procurement emanating from a specific location, which will be incorporated into all procurement actions in that category by referencing its unique number rather than by incorporating the lengthy details it represents <i>Indicates a clause included in a master solicitation.</i>	
X	N902	127	<b>Reference Number</b> Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.	X AN 1/30
	N903	369	<b>Free-form Description</b> Free-form descriptive text	X AN 1/45
X	N904	373	<b>Date</b> Date (YYMMDD)	O DT 6/6
X	N905	337	<b>Time</b> Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)	X TM 4/8
X	N906	623	<b>Time Code</b> Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow	O ID 2/2

**Segment:** **MSG** Message Text  
**Position:** 330  
**Loop:** N9  
**Level:** Detail  
**Usage:** Optional  
**Max Use:** 1000  
**Purpose:** To provide a free form format that would allow the transmission of text information.  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:** 1 MSG02 is not related to the specific characteristics of a printer, but identifies top of page, advance a line, etc.

**Data Element Summary**

Ref.	Data	Name	Attributes
<u>Des.</u>	<u>Element</u>		
>> MSG01	933	<b>Free-Form Message Text</b> Free-form message text	M AN 1/264
MSG02	934	<b>Printer Carriage Control Code</b> A field to be used for the control of the line feed of the receiving printer Refer to 003050 Data Element Dictionary for acceptable code values.	O ID 2/2

**Segment:** **N1** Name  
**Position:** 340  
**Loop:** N1  
**Level:** Detail  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To identify a party by type of organization, name, and code  
**Syntax Notes:** 1 At least one of N102 or N103 is required.  
 2 If either N103 or N104 is present, then the other is required.  
**Semantic Notes:**  
**Comments:** 1 This segment, used alone, provides the most efficient method of providing organizational identification. To obtain this efficiency the "ID Code" (N104) must provide a key to the table maintained by the transaction processing party.  
 2 N105 and N106 further define the type of entity in N101.

**Data Element Summary**

Ref.	Data Element	Name	Attributes
>>	N101	98 Entity Identifier Code	M ID 2/2
		Code identifying an organizational entity, a physical location, or an individual	
		31 Postal Mailing Address	
		<i>Provides the Parcel Post address when different from the Freight shipping address.</i>	
		CY Country	
		<i>Indicates the country to which a Foreign Military Sale applies. Cite "FMS" in N102 and cite the applicable two position ISO 3166 country code in N404.</i>	
		ST Ship To	
		Z7 Mark-for Party	
		The party for whom the needed material is intended	
	N102	93 Name	X AN 1/35
		Free-form name	
	N103	66 Identification Code Qualifier	X ID 1/2
		Code designating the system/method of code structure used for Identification Code (67)	
		10 Department of Defense Activity Address Code (DODAAC)	
	N104	67 Identification Code	X AN 2/20
		Code identifying a party or other code	
X	N105	706 Entity Relationship Code	O ID 2/2
		Code describing entity relationship	
X	N106	98 Entity Identifier Code	O ID 2/2
		Code identifying an organizational entity, a physical location, or an individual	

**Segment:** N2 Additional Name Information  
**Position:** 350  
**Loop:** N1  
**Level:** Detail  
**Usage:** Optional  
**Max Use:** 2  
**Purpose:** To specify additional names or those longer than 35 characters in length  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

	<b>Ref. Des.</b>	<b>Data Element</b>	<b>Name</b>	<b>Attributes</b>
>>	N201	93	<b>Name</b> Free-form name	M AN 1/35
	N202	93	<b>Name</b> Free-form name	O AN 1/35

**Segment:** N3 Address Information  
**Position:** 360  
**Loop:** N1  
**Level:** Detail  
**Usage:** Optional  
**Max Use:** 2  
**Purpose:** To specify the location of the named party  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

	<b>Ref. Des.</b>	<b>Data Element</b>	<b>Name</b>	<b>Attributes</b>
>>	N301	166	<b>Address Information</b> Address information	M AN 1/35
	N302	166	<b>Address Information</b> Address information	O AN 1/35

**Segment:** **N4 Geographic Location**  
**Position:** 370  
**Loop:** N1  
**Level:** Detail  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To specify the geographic place of the named party  
**Syntax Notes:** 1 If N406 is present, then N405 is required.  
**Semantic Notes:**  
**Comments:** 1 A combination of either N401 through N404, or N405 and N406 may be adequate to specify a location.  
2 N402 is required only if city name (N401) is in the USA or Canada.

**Data Element Summary**

<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
N401	19	<b>City Name</b> Free-form text for city name	O AN 2/30
N402	156	<b>State or Province Code</b> Code (Standard State/Province) as defined by appropriate government agency	O ID 2/2
N403	116	<b>Postal Code</b> Code defining international postal zone code excluding punctuation and blanks (zip code for United States)	O ID 3/11
N404	26	<b>Country Code</b> Code identifying the country	O ID 2/3
N405	309	<b>Location Qualifier</b> Code identifying type of location AR Armed Services Location Designation <i>Indicates an Army Post Office (APO) or Fleet Post Office (FPO).</i>	X ID 1/2
N406	310	<b>Location Identifier</b> Code which identifies a specific location <i>When N405 is AR, this element provides the two letter APO or FPO identifier.</i> AA - Miami AE - New York AP - San Francisco	O AN 1/30

**Segment:** **CTT Transaction Totals**  
**Position:** 010  
**Loop:**  
**Level:** Summary  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To transmit a hash total for a specific element in the transaction set  
**Syntax Notes:** 1 If either CTT03 or CTT04 is present, then the other is required.  
 2 If either CTT05 or CTT06 is present, then the other is required.  
**Semantic Notes:**  
**Comments:** 1 This segment is intended to provide hash totals to validate transaction completeness and correctness.

**Data Element Summary**

Ref.	Data Element	Name	Attributes
>>	CTT01	354 <b>Number of Line Items</b> Total number of line items in the transaction set <i>Identifies the number of PO1 segments contained in this transaction set.</i>	M N0 1/6
	CTT02	347 <b>Hash Total</b> Sum of values of the specified data element. All values in the data element will be summed without regard to decimal points (explicit or implicit) or signs. Truncation will occur on the left most digits if the sum is greater than the maximum size of the hash total of the data element.  Example:  -.0018 First occurrence of value being hashed. .18 Second occurrence of value being hashed. 1.8 Third occurrence of value being hashed. 18.01 Fourth occurrence of value being hashed. ----- 1855 Hash total prior to truncation. 855 Hash total after truncation to three-digit field. <i>This is the sum of the quantities (PO102) for all of the PO1 segments.</i>	O R 1/10
X	CTT03	81 <b>Weight</b> Numeric value of weight	X R 1/10
X	CTT04	355 <b>Unit or Basis for Measurement Code</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	X ID 2/2
X	CTT05	183 <b>Volume</b> Value of volumetric measure	X R 1/8
X	CTT06	355 <b>Unit or Basis for Measurement Code</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	X ID 2/2
X	CTT07	352 <b>Description</b> A free-form description to clarify the related data elements and their content	O AN 1/80

**Segment:** **SE** Transaction Set Trailer  
**Position:** 020  
**Loop:**  
**Level:** Summary  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To indicate the end of the transaction set and provide the count of the transmitted segments (including the beginning (ST) and ending (SE) segments).

**Syntax Notes:**

**Semantic Notes:**

**Comments:** 1 SE is the last segment of each transaction set.

#### Data Element Summary

	<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
>>	SE01	96	<b>Number of Included Segments</b> Total number of segments included in a transaction set including ST and SE segments	M N0 1/10
>>	SE02	329	<b>Transaction Set Control Number</b> Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set	M AN 4/9