# AIR FORCE COMMAND AIR FORCE LOGISTICS COMMAND BRAZILIAN AIR FORCE LOGISTICS CENTER

# **ELECTRONIC REVERSE AUCTION**

## **BIDDERS REGISTRATION AND QUALIFICATION CRITERIA**



#### I- INTRODUCTION

The company registry is the first step for those interested in making business with the Brazilian Aeronautical Commissions in Washington-DC.

The registry and qualification criteria hereby defined are based on the <u>Brazilian Ministry of Defense Directive GM-MD 5.175/2021</u> and collects the minimum legal and financial-economic qualification requirements for a company to be eligible to participate in electronic reverse auctions, as per defined in Chapter XIV from the mentioned Directive.

By having an active registry in our database, a company will be able to check the available reverse auction and make offers. However, only qualified companies may receive a purchase order.

#### **II- REGISTER REQUIREMENTS**

The registration process is constantly available for companies by accessing the Brazilian Aeronautical Commission websites and filling the registration form available at:

https://www2.fab.mil.br/cabw/index.php/en/slideshow/533-new-procedures-for-doing-business-with-the-bacw

The registration will give access to the electronic reverse auctions available for quote and the possibility of participating on them. Thus, after filling the mentioned form you will receive a password in the indicated email so you can access the electronic bidding system.

Nevertheless, the qualification of the company is necessary in order to permit the purchase order emission.

While filling the form it will be possible to attach the qualification documents for the evaluation of the Registering Commission.

#### **III - QUALIFICATION REQUIREMENTS**

#### 1. CAGE CODE (mandatory "Active" status)

The Commercial and Government Entity Code, or CAGE Code, is a unique identifier assigned to suppliers to various government or defense agencies, as well as to government agencies themselves and various organizations. CAGE codes provide a standardized method of

identifying a given facility at a specific location and is used as part of the legal qualification for registering a company.

CAGE Codes are used extensively and internationally as part of the NATO Codification System (NCS), where they are sometimes called NCAGE Codes. CAGE codes are referenced in various databases of the NCS as well as in most of the technical orders from manufacturer of aviation and defense equipment, where they are used along with the supplier's part number to form a reference which is held on the National Stock Number (NSN) record.

This reference enables users of the NCS to determine who supplies any given part, which permits to work with cross references and reach as many potential suppliers as possible during a bidding process.

The cage code can be requested with no cost by accessing the Commercial and Government Entity Program at <a href="https://cage.dla.mil/Home">https://cage.dla.mil/Home</a> or intermediate cataloging associations.

The Defense Logistics Agency (DLA) website provides a standalone solution to search for foreign and domestic entity's CAGE information. DLA website is the source the Brazilian Aeronautical Commissions use to check whether a CAGE CODE is active or not. Make sure your company cage code is in "Active" status while submitting your registry or update request.

#### 2. DUNS Number from Dun & Bradstreet (mandatory "Active" status)

DUNS® - is a unique nine-digit identifier for companies worldwide, providing basic data such as company name, country of origin and tax domicile, sourced from Dun & Bradstreet. It also makes it possible to access additional information such as financial situation analysis, and which is used to meet financial-economic registry requirements.

Companies can get a free D-U-N-S Number in up to 30 business days accessing:

#### https://www.dnb.com/duns-number/get-a-duns.html

- 2.1 In case your company has the interest of participating an open reverse auction and do not own a DUNS number, but has ordered one, you can complete de registration procedure and upload the proof of the DUNS number request and the Registration Commission will consider this requirement fulfilled.
  - 3. Dun & Bradstreet Overall Business Risk (mandatory moderate-high level or lower)

The standard tool used by BACW to verify the accomplishment of this requirement is through the DUNS Credit Report at D&B Finance Analytics which is widely used for this purpose and stands as the financial-economic qualification requirement for a company to be registered in our database.



For more information, please access:

https://www.dnb.com/products/finance-credit-risk/dnb-finance-analytics.html

In case the Overall Business Risk is not available at DUNS Credit Report at D&B Finance Analytics, the registering commission may ask for complementary information and the minimum qualification requirement will be:

- **3.1** Minimum of U\$ 25,000.00 total annual sales to be verified through the DUNS Credit Report at D&B Finance Analytics or by presenting other evidences, to be analyzed by the Registry Commission; **and**
- **3.2** Minimum 02 years of incorporation the company must present the State/Federal Business License or other document of same legal value, as the case may be, in order to be verified the date of incorporation.
  - 4. State/Federal Business License (mandatory "Active")

A business license grants the owner the right to start and run a particular type of business in the city, county, state, or country that issues it. It is a type of permit indicating the company has the government's approval to operate and it is considered as one of the legal requirements for registering a company. Check the following examples for this specific requirement.

## E.g. in the US:

Certificate of the Secretary of State

CERTIFICATE OF FILING

OF

The undersigned, as Secretary of State of Texas, hereby certifies that a Certificate of Formation for the above named Domestic Limited Liability Company (LLC) has been received in this office and has been conform to the applicable provision of law.

ACCORDINGLY, the undersigned, as Secretary of State, and by virtue of the authority vested in the secretary by law, hereby issues this certificate evidencing filing effective on the date shown below.

The issuance of this certificate does not authorize the use of a name in this state in violation of the rights of another under the federal Trademark Ata of 1946, the Texas trademark law, the Assumed Business or Professional Name Act, or the common law.

Dated: 06/20/2022

Effective: 06/20/2022

### E.g. in the Europe:





Franchise Tax Account Status As of : 03/21/2022 10:23:37

This page is valid for most business transactions but is not sufficient for fillings with the Secretary of State

Obtain a certification (https://comptroller.texas.gov/taxes/franchise/reinstate-terminate.php) for fillings with the



https://www.sos.state.tx.us/



https://find-and-update.company-information.service.gov.uk/

#### 5. Technical Qualification Requirements

Technical qualification requirements like certifications or proof of previous experience in providing the material or service might be demanded for specific acquisition processes. The requirements will be stated on the description field of the material or service requisition.

São Paulo, the 21st of December 2022.

Arthur Guimarães Alves Cpt Eng Brazilian Air Force Logistics Center – Technical Division (Electronic signature)

> Marconi Bentes Mangabeira Rocha Júnior Col Int Brazilian Air Force Logistics Center – Director (Electronic signature)