



UNOFFICIAL GUIDE: SUBMITTING BIDS ON NEGOTIATED ROUTE ORDER (NRO) SOLICITATIONS

Updated March 25, 2025



Provided by:
MILITARY SURFACE DEPLOYMENT AND
DISTRIBUTION COMMAND (HQ SDDC)
G3 SPECIAL REQUIREMENTS

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1. Purpose

- a. This is an unofficial guide for Transportation Service Providers (TSP) that will outline the negotiations process and identify ways to prevent some of the most common mistakes made while submitting bids on Negotiated Route Order (NRO) solicitations. This guide is intended to help reduce the number of rejected bids, thus reducing the number of man- hours spent on rework by TSPs as well as the Military Surface Deployment and Distribution Command (HQ SDDC), G3 Special Requirements.

2. Scope

- a. This guide is intended to improve the effectiveness of TSP responses to negotiated motor solicitations. The techniques and format apply to cost estimate solicitation emails as well.

3. Responsibilities

- a. Transportation Officer (TO) or Shipper:
 - i. Responsible for ensuring all pertinent information and requirements for the load are identified before submitting solicitation to G3 Special Requirements.
 - ii. The **only** person who can award freight and create a transportation commercial bill of lading (CBL).
 - iii. The **only** person authorized to release the Standard Carrier Alpha Code (SCAC) and bid price of the TSP awarded the freight.
- b. HQ SDDC, G3 Special Requirements Traffic Management Specialist (TMS):
 - i. The only activity authorized by government regulations to negotiate tender rates directly with TSPs.
 - ii. Responsible for evaluating shipper requirements before soliciting requests.
 - iii. Responsible for evaluating and accepting or rejecting all TSP bids.
 - iv. Provides TO or Shipper with a list of responsive and technically acceptable TSPs ranked according to the evaluation and award criteria identified in the solicitation letter.
- c. Transportation Service Provider (TSP):
 - i. Responsible for reviewing and understanding the Military Freight Traffic Unified Rules Publication (MFTURP-1) located on the SDDC public website.
 - ii. Responsible for reading the Freight Carrier Registration Program (FCRP) Registration Package.
 - iii. Responsible for reading and understanding the solicitation letter in its entirety **before** submitting a bid.
 - iv. Responsible for keeping track of all tender numbers used to prevent unauthorized tender duplication.
 - v. Responsible for submitting their 500,000 series tenders in Tender Entry on the Web (TEOW) within **two working days of being awarded freight.**

4. References

- a. DoD 4500.9-R, Defense Transportation Regulation (DTR)
- b. MFTURP-1, Military Freight Traffic Unified Rules Publication-1
- c. Policy No. TR-12, Fuel Related Rate Adjustment Policy

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5. Acronyms

520	OVER DIMENSIONAL FREIGHT SERVICE
675	SIGNATURE AND TALLY RECORD SERVICE
ALD	AVAILABLE TO LOAD DATE
CBL	COMMERCIAL BILL OF LADING
CIS	CONSTANT SURVEILLANCE SERVICE
DCS	TRAILER TRACKING SERVICE
DDP	DUAL DRIVER PROTECTIVE SERVICE
DEP	DETENTION: VEHICLES WITH POWER UNITS
DET	DETENTION: VEHICLES WITHOUT POWER UNITS
DTR	DEFENSE TRANSPORTATION REGULATION
EXP	EXPEDITED SERVICE
FCRP	FREIGHT CARRIER REGISTRATION PROGRAM
FRA	FUEL RATE ADJUSTMENT
HOL	SUNDAY/HOLIDAY PICKUP/DELIVERY
HQ SDDC	MILITARY SURFACE DEPLOYMENT AND DISTRIBUTION COMMAND
MFTURP-1	MILITARY FREIGHT TRAFFIC UNIFIED RULES PUBLICATION-1
NRO	NEGOTIATED ROUTE ORDER
PER	OVERWEIGHT PERMIT SHIPMENT
PSS	PROTECTIVE SECURITY SERVICE
RDD	REQUIRED DELIVERY DATE
SAT	SATURDAY PICKUP/DELIVERY
SCAC	STANDARD CARRIER ALPHA CODE
SNS	SATELLITE MOTOR SURVEILLANCE SERVICE
TEOW	TENDER ENTRY ON THE WEB
TFG	TRANSPORTATION FACILITIES GUIDE
TMS	TRAFFIC MANAGEMENT SPECIALIST
TO	TRANSPORTATION OFFICER
TSP	TRANSPORTATION SERVICE PROVIDER
VFN	VEHICLES FURNISHED BUT NOT USED

Table 5-1

6. Procedure

a. Receiving the Solicitation

- i. TSPs are notified of a movement via a written solicitation. All solicitations will be received via email from a TMS. All matters or questions about the solicitation should be directed to the assigned TMS. Any supporting documentation (e.g. load plan) will be attached to the email.

***Note: Ensure army.mil domain is granted access through spam filters and firewalls.

- ii. Ensure that you read and understand all requirements of the solicitation **before** submitting a bid (Figure 6-1).

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1. Solicitation Number and closing information.

2. Origin, Destination, and mileage.

3. ALD and RDD.

4. Commodity, dimensions, and weight of the freight being shipped.

5. Number and type of equipment being requested.

6. Accessories being requested.

7. Additional information pertaining to the movement, e.g. shipping/receiving hours of operation, number of conveyances to be loaded/downloaded per day, shipper's instructions, installation access policy, etc.

8. Shipper's contact information.

Figure 6-1

- iii. Ensure that you read and understand all terms and conditions for participating in the negotiations line of business **before** submitting a bid (Figure 6-2).

NOTES:

CARDS AVAILABLE 15 JAN 2024
PICK UP AND DELIVERY HOURS OF OPERATION: MON-FRI 0800-1400 HRS

(1) AF3, (12) AKG, (7) A30, (1) A30 (S20) PER

***ATTENTION: Sub Total column on this bid sheet only calculates the Volume and Unit Cost cells. Any "As Needed" or "Per Occurrence" accessories charges included in this routing, will be applied as needed or upon occurrence, and must be calculated separately and ADDED to the Sub Total column to determine actual TOTAL COST. Accessories identified in the "Protective/Accessory Services Requested" area, but not broken out for costing on the bid sheet are still considered "All Inclusive" as part of the line item "Unit Cost" rate.

Shipping Information: Consignor will load and consignee will unload unless otherwise specified. For further shipping information, please contact the requester:

JENNY 867-5309

Figure 6-2

*****WARNING:** TSPs are **prohibited** from placing DoD loads with payment information to any type of broker or load boards until the TSP has been awarded the freight by the shipper.

- b. Filling Out the Bid Sheet
- i. All unshaded cells in a bid line row **must** be filled in (Figure 6-3).

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BID SHEET															
Solicitation: 1NXX241000A-LG															
Closing Date/Time: 03 Jan 2024 @ 09:00 AM															
Origin (SPLC): ANYWHERE, US (123456789)															
Destination (SPLC): SOMEWHERE, US (987654321)															
Miles: 1,234															
ALD/RDD: 15 Jan 2024 / 31 Jan 2024															
Commodity (Class): Vehicles (145703) Trailer (189140) Military Impedimenta (137300) (I)															
Equipment Req: (17) AF3; (12) AH2; (7) A30; (1) A30 (520) (PER)															
<div style="display: flex; justify-content: space-around;"> <div>1.</div> <div>2.</div> <div>3.</div> <div>4.</div> <div>5.</div> <div>6.</div> <div>7.</div> </div>															
Rank	SCAC	Unit Cost	Rate Qualifier	Volume	Sub Total	VFN (2) (FLAT RATE)	DEP (1) (HR RATE)	DET (1) (24-HR RATE)	Tender Number	Effective Date	Expiration Date	Loads Can Handle	POC	Phone Number	Email Address
			PL	17	\$0.00					1/15/2024	2/15/2024				
<div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p>1. SCAC on page 5 paragraph 6. b. i. 1)</p> <p>2. Unit Cost on page 5 paragraph 6. b. i. 2)</p> </div> <div style="width: 30%;"> <p>3. "As Needed" or "Per Occurrence" Accessorials on page 6 paragraph 6. b. i. 2) a) ii. ***EXCEPTION</p> <p>4. Tender Number on page 6 paragraph 6. b. i. 3)</p> </div> <div style="width: 30%;"> <p>5. EFF/EXP DATES on page 7 paragraph 6. b. i. 4)</p> <p>6. LOADS CAN HANDLE on page 7 paragraph 6. b. i. 5)</p> <p>7. POC INFORMATION on page 9 paragraph 6. b. i. 6)</p> </div> </div>															

Figure 6-3

- 1) SCAC
 - a) Enter your SCAC (Figure 6-4).

(17) AF3; NMFC: 190190, 137300															
Rank	SCAC	Unit Cost	Rate Qualifier	Volume	Sub Total	VFN (2) (FLAT RATE)	DEP (1) (HR RATE)	DET (1) (24-HR RATE)	Tender Number	Effective Date	Expiration Date	Loads Can Handle	POC	Phone Number	Email Address
	ABCD		PL	17	\$0.00					1/15/2024	2/15/2024				

Figure 6-4

- b) If you have more than one **approved** DoD TSP SCAC that is registered in the SDDC Negotiated Tender Solicitation Program, you can submit all bids on one letter by inserting rows in the sheet (would prefer to receive all SCACs on one letter to help eliminate some of the email traffic). If more rows are needed, they can be inserted by right-clicking where you want to insert the row and selecting 'Insert' from the menu. (Figure 6-5).

Copy

Paste Options:

Paste Special...

Insert

Delete

Clear Contents

Unit Cost

Rate Qualifier

Volume

Sub Total

VFN (2)
(FLAT RATE)

DEP (1)
(HR RATE)

DET (1)
(24-HR RATE)

Tender Number

Effective Date

Expiration Date

Loads Can Handle

POC

Phone Number

Email Address

PL

PL

PL

PL

17

17

17

17

\$0.00

\$0.00

\$0.00

\$0.00

1/15/2024

1/15/2024

1/15/2024

1/15/2024

2/15/2024

2/15/2024

2/15/2024

2/15/2024

Figure 6-5

- i. Do **not** submit a bid with a SCAC that is not registered in the SDDC Tender Negotiated Solicitation Program.

- 2) Unit Cost
 - a) Bids submitted must be submitted as an all-inclusive rate (Figure 6- 6).

(17) AF3; NMFC: 190190, 137300															
Rank	SCAC	Unit Cost	Rate Qualifier	Volume	Sub Total	VFN (2) (FLAT RATE)	DEP (1) (HR RATE)	DET (1) (24-HR RATE)	Tender Number	Effective Date	Expiration Date	Loads Can Handle	POC	Phone Number	Email Address
	ABCD	\$3,500.00	PL	17	\$59,500.00					1/15/2024	2/15/2024				

Figure 6-6

- i. Fuel Rate Adjustment (FRA) will not be paid on negotiated shipments. TSPs have been directed to consider anticipated variation in fuel prices

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when submitting bids.

- ii. Protective/Accessory Services are considered "all-inclusive" and will be included in the line haul "Unit Cost" rate.

***EXCEPTION: "As Needed" or "Per Occurrence" accessories must be calculated separately and **added** to the Sub Total to determine the actual total cost (Figure 6-7).

***NOTE: When the rate qualifier is PM or PG, VFN cannot exceed the unit cost multiplied by the volume of miles or gallons except when a minimum charge is applied in which case the VFN cannot exceed the minimum charge.

(17) AF3; NMFC: 190190, 137300															
Rank	SCAC	Unit Cost	Rate Qualifier	Volume	Sub Total	VFN (2) (FLAT RATE)	DEP (1) (HR RATE)	DET (1) (24-HR RATE)	SAT (2) (HR PER DRIVER)	SAT (2) (24-HR PER DRIVER)	NOL (1) (HR PER DRIVER)	NOL (2) (24-HR PER DRIVER)	Tender Number	Effective Date	Expiration Date
ABCD		\$3,500.00	PL	17	\$59,500.00	\$2,500.00	\$50.00	\$250.00	\$50.00	\$250.00	\$50.00	\$250.00		1/15/2024	2/15/2024

Figure 6-7

3) Tender Number

- a) Negotiated tenders must be numbered within the 500,000 series. The 500,000 series tenders are reserved for SDDC Special Requirements negotiated solicitations **only**.
- b) It is recommended to begin with 500,001 and to run in chronological order through 599,999.
- c) If you use the same 500,000 series tender number for different equipment types, not only must the Unit Cost match on both bid lines, but so must the accessorial rates (Figure 6-8 and Figure 6-9).

(17) AF3; NMFC: 190190, 137300															
Rank	SCAC	Unit Cost	Rate Qualifier	Volume	Sub Total	VFN (2) (FLAT RATE)	DEP (1) (HR RATE)	DET (1) (24-HR RATE)	Tender Number	Effective Date	Expiration Date	Loads Can Handle	POC	Phone Number	Email Address
ABCD		\$3,500.00	PL	17	\$59,500.00	\$2,500.00	\$50.00	\$250.00	500000	1/15/2024	2/15/2024				

(12) AH2; NMFC: 190190, 189140															
Rank	SCAC	Unit Cost	Rate Qualifier	Volume	Sub Total	VFN (2) (FLAT RATE)	DEP (1) (HR RATE)	DET (1) (24-HR RATE)	Tender Number	Effective Date	Expiration Date	Loads Can Handle	POC	Phone Number	Email Address
ABCD		\$3,750.00	PL	12	\$45,000.00	\$3,000.00	\$100.00	\$500.00	500000	1/15/2024	2/15/2024				

The Unit Cost and Accessorial Rates are not the same so I **cannot** use the same tender number.

Figure 6-8

(17) AF3; NMFC: 190190, 137300															
Rank	SCAC	Unit Cost	Rate Qualifier	Volume	Sub Total	VFN (2) (FLAT RATE)	DEP (1) (HR RATE)	DET (1) (24-HR RATE)	Tender Number	Effective Date	Expiration Date	Loads Can Handle	POC	Phone Number	Email Address
ABCD		\$3,500.00	PL	17	\$59,500.00	\$2,500.00	\$50.00	\$250.00	500000	1/15/2024	2/15/2024				

(12) AH2; NMFC: 190190, 189140															
Rank	SCAC	Unit Cost	Rate Qualifier	Volume	Sub Total	VFN (2) (FLAT RATE)	DEP (1) (HR RATE)	DET (1) (24-HR RATE)	Tender Number	Effective Date	Expiration Date	Loads Can Handle	POC	Phone Number	Email Address
ABCD		\$3,500.00	PL	12	\$42,000.00	\$2,500.00	\$50.00	\$250.00	500000	1/15/2024	2/15/2024				

The Unit Cost and Accessorial Rates are the same so I **can** use the same tender number.

Figure 6-9

- d) You can use the same tender number with different unit costs and accessorial costs when using different SCACs (Figure 6-10).

(17) AF3; NMFC: 190190, 137300															
Rank	SCAC	Unit Cost	Rate Qualifier	Volume	Sub Total	VFN (2) (FLAT RATE)	DEP (1) (HR RATE)	DET (1) (24-HR RATE)	Tender Number	Effective Date	Expiration Date	Loads Can Handle	POC	Phone Number	Email Address
ABCD		\$3,500.00	PL	17	\$59,500.00	\$2,500.00	\$50.00	\$250.00	500000	1/15/2024	2/15/2024				
EFGH		\$3,750.00	PL	17	\$63,750.00	\$1,000.00	\$30.00	\$300.00	500000	1/15/2024	2/15/2024				

Figure 6-10

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- e) Do **not** use the same 500,000 series tender number for multiple solicitations (Figure 6-11).

BID SHEET

Solicitation: 1NXX123456A-1G

Closing Date/Time: [REDACTED]

Origin (SPLC): [REDACTED]

Destination (SPLC): [REDACTED]

Miles: [REDACTED]

ALD/RDD: [REDACTED]

Commodity (Class): [REDACTED]

Equipment Req: [REDACTED]

Accessorial: [REDACTED]

(17) AF3; NMFC: 190190, 137300

Rank	SCAC	Unit Cost	Rate Qualifier	Volume	Sub Total	VFN (2) (FLAT RATE)	DEP (1) (HR RATE)	DET (1) (24-HR RATE)	Tender Number	Effective Date	Expiration Date	Loads Can Handle	POC	Phone Number	Email Address
ABCD		\$3,500.00	PL	17	\$59,500.00	\$2,500.00	\$50.00	\$250.00	500000	1/15/2024	2/15/2024				

BID SHEET

Solicitation: 1NXX654321A-1G

Closing Date/Time: [REDACTED]

Origin (SPLC): [REDACTED]

Destination (SPLC): [REDACTED]

Miles: [REDACTED]

ALD/RDD: [REDACTED]

Commodity (Class): [REDACTED]

Equipment Req: [REDACTED]

Accessorial: [REDACTED]

(12) AH2; NMFC: 190190, 189140

Rank	SCAC	Unit Cost	Rate Qualifier	Volume	Sub Total	VFN (2) (FLAT RATE)	DEP (1) (HR RATE)	DET (1) (24-HR RATE)	Tender Number	Effective Date	Expiration Date	Loads Can Handle	POC	Phone Number	Email Address
ABCD		\$2,750.00	PL	12	\$33,000.00	\$1,000.00	\$50.00	\$500.00	500001	1/15/2024	2/15/2024				

Figure 6-11

- f) With 100,000 possible tenders, you are not in danger of running out, so you do not need to worry about recycling a tender number if you are not awarded freight.
- g) TSPs will only submit their 500,000 series tenders in TEOW **if** awarded freight. Tender must be entered within **two** working days of being awarded freight.
- 4) Tender Effective/Expiration Dates
- TSPs must offer negotiated rates for not less than 30 days and no more than 365 days.
 - The tender must encompass the full length of the request.
 - The TMS will fill in the recommended effective and expiration dates that meet all requirements before sending the solicitation. Dates can be changed, but bid rejection is a risk if the dates no longer meet the requirement.
- 5) Loads Can Handle
- Indicate the number of loads you can support in the "Loads Can Handle" cell. This number can be less than the volume being requested, but it cannot exceed the volume being requested for each bid line (Figure 6-12).

(17) AF3; NMFC: 190190, 137300															
Rank	SCAC	Unit Cost	Rate Qualifier	Volume	Sub Total	VFN (2) (FLAT RATE)	DEP (1) (HR RATE)	DET (1) (24-HR RATE)	Tender Number	Effective Date	Expiration Date	Loads Can Handle	POC	Phone Number	Email Address
ABCD		\$3,500.00	PL	17	\$59,500.00	\$2,500.00	\$50.00	\$250.00	500000	1/15/2024	2/15/2024	10			

(12) AH2; NMFC: 190190, 189140															
Rank	SCAC	Unit Cost	Rate Qualifier	Volume	Sub Total	VFN (2) (FLAT RATE)	DEP (1) (HR RATE)	DET (1) (24-HR RATE)	Tender Number	Effective Date	Expiration Date	Loads Can Handle	POC	Phone Number	Email Address
ABCD		\$3,750.00	PL	12	\$45,000.00	\$250.00	\$50.00	\$250.00	500001	1/15/2024	2/15/2024	17			

Figure 6-12

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- b) If the TO has provided loading information, it will be described in the 'Notes' section of the solicitation (Figure 6-13).

CARGO AVAILABLE 15 JAN 2024
PICK UP AND DELIVERY HOURS OF OPERATION: MON-FRI 0800-1400 HRS.

(17) AF3, (12) AH2, (7) A30, (1) A30 (520)(PER)

*****ATTENTION: Sub Total column on this bid sheet only calculates the Volume and Unit Cost cells! Any "As Needed" or "Per Occurrence" accessorial charges included in this routing, will be applied as needed or upon occurrence, and must be calculated separately and ADDED to the Sub Total column to determine actual TOTAL COST. Accessorials identified in the "Protective/Accessorials Services**

Figure 6-13

- c) If no schedule is indicated in the 'Notes', the TSP should contact the shipper directly with any questions before submitting a bid.
- d) Unless otherwise stated, TSP should use the available to load date (ALD) and the required delivery date (RDD) (Figure 6-14) to estimate a Load Schedule by subtracting the number of transit days allowed (refer to Table 202-2. and Table 202-3. DoD Standard Transit Time Guide in Chapter 202 of the DTR) (Figure 6-15 and Figure 6-16) from the RDD.

*****NOTE:** The loading schedule should be confirmed with shipper before accepting any offered loads.

Available To Load Date: 15-Jan-2024 **Required Delivery Date:** 31-Jan-2024

Figure 6-14

Table 202-2. DoD Standard Transit Time Guide – Standard Commodity Shipments

TOTAL TRANSIT DAYS – EXCLUDING SATELLITE MOTOR SURVEILLANCE (SNS) (DDP & PSS) SHIPMENTS		
DISTANCE	TL	LTL
MILES		
<=500	1	3
501 – 1000	2	4
1001 – 1500	3	5
1501 – 2000	4	6
2001 – 2500	5	7
>2500	6	7

Figure 6-15

Table 202-3. DoD Standard Transit Time Guide – SNS (DDP & PSS) Shipments

TOTAL TRANSIT DAYS FOR SNS (DDP & PSS) SHIPMENTS			
DISTANCE	PSS TL / LTL / DROM	DDP	
MILES		TL	LTL / DROM
<=700	1	1	5
701 – 1400	2	2	6
1401 – 2100	3	3	7
2101 – 2800	4	4	8
>2800	5	5	9

Figure 6-16

- i. Shippers can request expedited service (EXP) if the RDD is less than standard transit time, however, TSPs must still obey all federal break and speed laws.
- e) Only fill out the bid line rows that you can support. You are subject to carrier performance action if you fail to provide services in whole or in part of what you bid for (Figure 6- 17).

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(17) AF3; NMFC: 190190, 137300														
Rank	SCAC	Unit Cost	Rate Qualifier	Volume	Sub Total	VFN (2) (FLAT RATE)	DEP (1) (HR RATE)	DET (1) (24-HR RATE)	Tender Number	Effective Date	Expiration Date	Loads Can Handle	POC	Email Address
	ABCD	\$3,500.00	PL	17	\$59,500.00	\$2,500.00	\$50.00	\$250.00	500000	1/15/2024	2/15/2024	10		

(12) AH2; NMFC: 190190, 189140														
Rank	SCAC	Unit Cost	Rate Qualifier	Volume	Sub Total	VFN (2) (FLAT RATE)	DEP (1) (HR RATE)	DET (1) (24-HR RATE)	Tender Number	Effective Date	Expiration Date	Loads Can Handle	POC	Email Address
			PL	12	\$0.00					1/15/2024	2/15/2024			
I cannot support the AH2, so I have left the bid line row blank.														

Figure 6-17

6) Contact Information

- a) Provide the contact information that the TO or shipper should contact to award freight (Figure 6-18).

(17) AF3; NMFC: 190190, 137300														
Rank	SCAC	Unit Cost	Rate Qualifier	Volume	Sub Total	VFN (2) (FLAT RATE)	DEP (1) (HR RATE)	DET (1) (24-HR RATE)	Tender Number	Effective Date	Expiration Date	Loads Can Handle	POC	Email Address
	ABCD	\$3,500.00	PL	17	\$59,500.00	\$2,500.00	\$50.00	\$250.00	500000	1/15/2024	2/15/2024	10	JOHN SMITH	JOHNSMITH@EMAIL.COM

Figure 6-18

c. Saving the File

- i. Save the spreadsheet. Do **not** change the naming convention of the file, unless to add your SCAC.
 - 1) Adding and placement of your SCAC is optional when saving.
- ii. Bids will **only** be accepted as an Excel spreadsheet. Do not add or delete any columns or change any formulas in the spreadsheet.

d. Submitting Bids

- i. Attach the Excel file to an email (or respond to the original email). The solicitation number and your SCAC (placement of your SCAC is optional) **must** be in the subject line.
 - 1) Including your SCAC in the email subject line is especially critical when bidding with multiple SCACs and submitting them on separate letters. You are at a higher risk of additional bids being marked as a “duplicate” if it is not easily identified.
- ii. All bids must be submitted to usarmy.scott.sddc.mbx.negotiations-team@army.mil before the bid closing time and date provided in the solicitation. Including the assigned TMS to the CC line is optional.
- iii. G3 Special Requirements is under no obligation to extend or delay closing a solicitation for rejected bids. It is recommended to try to submit bids with enough time to make corrections if necessary.

e. Awarding Freight

- i. If there is a high volume of bids received, the TMS will rank all acceptable bids, then use their judgment to determine a cutoff number for bids to forward to the TO based on the requirement.
- ii. The 349 Report must be sent to the TO within 24 hrs. of the solicitation closing.
- iii. The shipper cannot charge a TSP with shipment refusal if they fail to contact the TSP within 24 hrs. of receiving the 349 Report.
 - 1) Please keep this timetable in mind before inquiring about the awarding of freight.
- iv. The TO is the only person who can award freight and create a CBL. **Special Requirements cannot and does not award freight.** Contact the TO for all inquiries

regarding the awarding of freight.

- 1) The TO is the only person authorized to release the SCAC and bid price of the TSP awarded the freight.
- 2) The TO **cannot** tell you where you ranked on a bid sheet nor are they authorized to provide you with a copy of the 349 Report.

7. Protective/Accessorial Services: (Disclaimer: Please refer to the MFTURP-1 for the official all-inclusive definitions and rate applications, below are only a brief description and clarification of a few common and sometimes misunderstood accessorial. Ensure that you stay current on MFTURP-1 revisions).

- a. Brokers, freight forwarders, and third-party logistics companies are not authorized to handle or accept any shipments moving with Constant Surveillance Service (CIS), Dual-Driver Protective Service (DDP), Protective Security Service (PSS), Satellite Motor Surveillance Service (SNS), Trailer Tracking Service (DCS), and/or (675) Signature and Tally Record Service.
 - i. If you are a broker or freight forwarder and you receive a solicitation with any of these protective services on it, it was an oversight/error of the TMS, and you should notify them immediately. Do **not** submit a bid for it if you are **not** authorized to handle the freight. You could be subject to penalties should you try.
 - ii. If accepting the load, you must utilize equipment covered under your SCAC and insurance policy.
- b. VEHICLES FURNISHED BUT NOT USED (VFN): A TSP may establish a flat charge of VFN(2) \$_____ for each vehicle properly dispatched that was not used by the shipper.
 - i. Implied meaning: This amount is intended to compensate the driver for the lost load.
 - ii. This charge **cannot** exceed the line haul unit cost.
- c. DETENTION: VEHICLES WITH POWER UNITS (DEP): If loading or unloading extends beyond the allowable free time, then the TSP can assess a detention charge based on a charge of DEP(1) \$_____ for every sixty minutes of delay that occurs during normal operating hours, which is known as detention time. If the delay is less than sixty minutes or exceeds sixty minutes, then the charge is prorated based on the actual minutes of detention time incurred.
 - i. Implied meaning: This is an hourly amount intended to compensate drivers for any time they are delayed outside of the allowable free time that the shipper is at fault.
- d. DETENTION: VEHICLES WITHOUT POWER UNITS (DET): For each of the first and second 24-hour periods or fraction thereof that vehicle is detained beyond the allowable free time, the charge shall be DET(1) \$_____ per 24-hour day or fraction thereof.
 - i. Implied meaning: This is a daily amount intended to compensate TSPs if the shipper requests that trailers be dropped on site for up to 48 hrs.
- e. PICKUP/DELIVERY ON SATURDAYS (SAT), SUNDAYS OR HOLIDAYS (HOL): When a shipper requests pickup or delivery service to be provided at times other than an installation's normal operating hours as indicated in the Transportation Facilities Guide (TFG), the shipment

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shall be subject to the following charges:

- i. SAT(1) \$_____per hour or fraction per driver on Saturdays, subject to a minimum charge of SAT(2) \$_____per driver.
 - 1) **Implied meaning:** If Saturday load/unload is requested by the shipper, drivers are entitled to an additional, special hourly rate SAT(1). Time begins when the TSP is onsite and has notified the installation that they are ready and available to load/unload and ends once the installation has released the driver. If the total hourly amount is less than the minimum charge identified in SAT(2), the SAT(2) amount will apply.
- ii. HOL(1) \$_____per hour or fraction per driver on Sundays and holidays, subject to a minimum charge of HOL(2) \$_____per driver.
 - 1) **Implied meaning:** If Sunday or holiday load/unload is requested by the shipper, drivers are entitled to an additional, special hourly rate HOL(1). Time begins when the TSP is onsite and has notified the installation that they are ready and available to load/unload and ends once the installation has released the driver. If the total hourly amount is less than the minimum charge identified in HOL(2), the HOL(2) amount will apply.

f. For more information on accessories, please refer to Appendix C of the MFTURP-1.

8. Equipment

- a. Figure 8-1 provides a basic chart for dimension and weight information as defined by the MFTURP-1. This chart does not account for different size trailers that can affect the height and weight of a load. For standard planning purposes only, if the load plan indicates freight outside of these dimensions, (520) Over dimensional Freight Service and/or (PER) Overweight Permit Shipment accessorail should apply. You should contact the TMS if you have questions about applicable accessorail services.

Equip Type	Deck Height	Length	Width	Height	Wgt Lbs.
Flat (AF3)	54-60	480-636	102	102	48,000
Step (AH2)	39	480-636	102	103-123	48,000
RGN (A30)	29	480-636	102	124-143	45,000

Dimensional Accessories

(520) Over Dimensional
 Length >636"
 Width 103"-143"
 Height (from ground) >162"

(MES)(MEN)(MET) Escort/Flagman/Telephone
 Width =>144"

(PER) Overweight Permit
 Weight >48,000 lbs. (AF3/AH2)
 Weight >45,000 lbs. (A30)

Figure 8-1

- b. Federally mandated maximum weights:
 - i. 80,000 lbs. gross vehicle weight (tractor + trailer + load)
 - ii. 20,000 lbs. single axle weight
 - iii. 34,000 lbs. tandem axle weight
- c. For information on equipment codes, please refer to Appendix A of the MFTURP-1.