

Improving Your Data in the Federal Procurement Data System (FPDS)

Why is selecting the correct FPDS values so important?

- Helps agencies build a data-driven procurement strategy
- Improves your data and text-mining capabilities
- Determines a solution's market and scope
- Ensures spend under management (SUM) credit for master contracts and related BPAs
- Tracks your small business utilization goals

1102 "To Do" list

- ✓ Be detailed in the 'Description of Requirement' field
- ✓ Use a PSC/NAICs that accurately reflect the the contract's scope
- ✓ Input expiration dates that accurately represent the contract's scope
- ✓ Complete the 'Referenced IDV' field for any derivative contracts
- ✓ Work with the solution's owner to ensure the contract inventory is up to date
- ✓ Select all applicable small business fields

Don't...

- ✗ Use PSC 'Other' unless truly necessary
- ✗ Enter false expiration dates, such as 1/1/9999
- ✗ Create a generic 'Description of Requirement', e.g., "Mod"
- ✗ Omit the 'Referenced IDV field' if the contract is a derivative, e.g., a BPA off a Schedule
- ✗ Forget to include 'CO Size Determination', even if the business is not small (should select 'Other than Small')