



## DEPARTMENT OF THE AIR FORCE

WASHINGTON DC

OFFICE OF THE ASSISTANT SECRETARY

### MEMORANDUM FOR ALMAJCOM-FOA-DRU (CONTRACTING)

FROM: SAF/AQC  
1060 Air Force Pentagon  
Washington DC 20330-1060

12 Jan 99

SUBJECT: Implementation and Use of Electronic Posting System (EPS)

SAF/AQC and the General Services Administration (GSA) are partnering to achieve paperless business processes in the areas of publishing synopses and posting solicitations and other acquisition documents using a system called Electronic Posting System (EPS). This will assist vendors in their ability to locate business opportunities within the Air Force, and will ultimately allow vendors to forward secure, electronically signed proposals. EPS is a significant step forward for the Air Force Contracting community and our paperless contracting efforts. More importantly, EPS is truly changing the way we conduct business and accelerates us forward in the Electronic Business/Electronic Commerce arena.

Over the last several months, our Contracting Systems Division has briefed this important initiative to you and your staff MAJCOM-DRU POCs. Additionally, they have trained your POCs in the use of EPS and have prepared them for training your field units in the use and administration of EPS.

Effective 15 April 1999, all Air Force contracting activities will post all electronic solicitation and synopsis information on EPS with the exception of electronic drawings which may be hosted at local bases, but referenced in EPS. For those AFMC organizations/activities with existing posting systems in place, they may utilize EPS either by posting their documents to EPS, or by sending index data to EPS from their local business opportunity pages depending upon their current business process/practice.

If you have any questions, please contact my point of contact, Capt Lee Kair, at DSN 425-7048, or e-mail [lee.kair@pentagon.af.mil](mailto:lee.kair@pentagon.af.mil). For more information about EPS, you can visit <http://eps.arnet.gov> or [http://www.safaq.hq.af.mil/contracting/business\\_oppty/solic-update.html](http://www.safaq.hq.af.mil/contracting/business_oppty/solic-update.html).

  
FRANK J. ANDERSON, Jr., Brig Gen, USAF  
Deputy Assistant Secretary (Contracting)  
Assistant Secretary (Acquisition)