

OMB No. 0560-0177 KC-327

Agricultural Marketing Service / Farm Service Agency  
Domestic Electronic Bid Entry System  
PRIVACY ACT AND PUBLIC BURDEN STATEMENTS

Best Viewed at 800x600 with Small Fonts

Enter the following to log on:

Logon ID: \_\_\_\_\_

Password: \_\_\_\_\_

To Change Password enter:

New Password: \_\_\_\_\_

Verify Password: \_\_\_\_\_

**Logon**

Your session will time out after 30 minutes without accessing the server.

**Contacts/ Egon Assistance**

The following statements are made in accordance with the Privacy Act of 1974 (5 USC 552a) and the Paperwork Reduction Act of 1995, as amended. The authority for requesting the information is 7CFR, Chapter 14. The information will be used to evaluate bids to purchase processed commodities. Furnishing the requested information is voluntary. Failure to furnish the requested information will result in nonconsideration. This information may be provided to other agencies, IRS, Department of Justice, or other State and Federal Law enforcement agencies, and in response to a court magistrate or administrative tribunal. The provisions of criminal and civil fraud statutes, including 18 USC 286, 287, 371, 641, 651, 1001; 15 USC 714m; and 31 USC 3729, may be applicable to the information provided.

Federal Agencies may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Public reporting burden for this collection of information is estimated to average 20 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Agriculture, Clearance Officer, OIRM (OMB No. 0560-0177), Stop 7630, Washington, D.C. 20250-7630.

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Quick References

These instructions are given in a "no frills" action sequence to accomplish a task quickly. It is hoped that this method might ease the transition into the DEBES application. Also, it should prove valuable to new personnel unfamiliar with the daily workings of the bid operation.

Bid Action Steps

(To view action sequence, point to a topic below and left click.)

<a href="#">LOGON</a>	<a href="#">CHANGE PASSWORD</a>	<a href="#">SELECT INVITATION</a>
<a href="#">CERTIFICATIONS</a>	<a href="#">BID PRICES</a>	<a href="#">PRICE CHANGES</a>
<a href="#">BID CONSTRAINTS</a>	<a href="#">MODIFY BID PRICES</a>	<a href="#">WITHDRAW A BID</a>
<a href="#">AUTHORIZE CHANGE</a>	<a href="#">VIEW/PRINT BID</a>	<a href="#">LOGOFF</a>

[\[Click here to return to DEBES Online Help\]](#)

LOGON <span style="float: right;">[TOC]</span>	
STEP...	ACTION...
1	Access Internet Provider
2	Choose DEBES Web Site @ URL https:// _____
3	Type Logon ID
4	Type Password
5	Click Logon Button

CHANGE PASSWORD <span style="float: right;">[TOC]</span>	
STEP...	ACTION...
1	Access Internet Provider
2	Choose DEBES Web Site @ URL https:// _____
3	Type Logon ID
4	Type Password
5	Type valid password in <i>New Password</i> box (8 alphanumeric characters)
6	Type new password in <i>Verify Password</i> box <i>New &amp; Verify</i> password must be identical.
7	Click Logon Button



SELECT INVITATION	
STEP...	ACTION...
1	A successful logon takes you to the Invitation Selection page.
2	Click radio button to select the applicable announcement / invitation. Note: Click the radio button to activate; click another to deactivate.
3	Choose applicable Bid Page or a Bid Function  Although you have the freedom to move to any bid page or bid function, the following order will produce a more efficient bid entry process.  1. Certifications 2. Offer Form 3. Constraints.
4	Complete data entry as needed.
5	Choose <Update> to save your work.
6	Choose <Submit> to officially enter your bid for consideration by the USDA.  Validations will be performed for the entire bid. If there are no validation errors, the following actions will take place:  <ul style="list-style-type: none"> <li>• The bid will be officially submitted to the USDA for consideration at bid opening time.</li> <li>• An acknowledgement received, "This bid was successfully submitted and will be considered at bid evaluation time unless it is resubmitted or withdrawn."</li> <li>• The acknowledgement will display the date and time of submission.</li> <li>• A copy of the submitted bid will appear below the acknowledgement. It will include the High/Low feature that allows you to check hash totals and any amounts that may be completely out of sync with planned bid entry.</li> <li>• Status bar will display "Submit Successful."</li> </ul>