**TRANSACTIONAL DATA REPOSITORY (TDR)**

**Sales Data Submission Instructions**

**Using EDI 503 Transaction**

**Version 4010**

**10/04/2016**

**Updated 12/11/19**

**Updated for UEI 1/7/2022**

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| **GENERAL TDR/503 Transaction NOTES** |
| Please refer to the FAS Sales Reporting Portal (https://tdr.gsa.gov/) for more information on reporting sales data. You may follow the links on the home page to view the Online Tutorial and view the Online Help/Support information. |
| The GSA IDs for the ISA and GS will be ZZ:GSA503. |
| The following is the list of characters allowed by the TDR/SRP system: a-z A-Z 0-9 \ - . ^ /  ( )  \_  a thru z  A thru Z  0 thru 9  \  "back slash"  -  "hyphen"  .  "period"  ^  "carat"  /   "forward slash"  (   "open paren"  )   "close paren"  \_   "underscore" |
| For assistance, please contact edistat@gsa.gov. |

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| **pos** | **SEGMENT** | **TRANSLATION (all data is for illustration only)** |

**SALES DATA SUBMISSION**

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| 1/0100 | ST\*503\*1234> | This is a 503 transaction and the control number assigned by the sender/contractor is 1234. |
| 1/0200 | BGN\*00\*TEST1\*20160927> | This is an Original (Transaction Set Purposed Code=00) submission and the reference id assigned by the sender/contractor is TEST1. It was submitted on September 27, 2016. |
| 1/0300 | N1\*SE\*UNITY BUSINESS SYSTEMS\*1\*999999999> | Seller Name is UNITY BUSINESS SYSTEMS, and the DUNS is 999999999. This is mandatory. DUNS will no longer be accepted after April 4, 2022. |
| 1/0300 | N1\*SE\*UNITY BUSINESS SYSTEMS\*US\*ABCDEFG99999> | Seller Name is UNITY BUSINESS SYSTEMS and the UEI is ABCDEFG99999. This is mandatory and once a vendor has converted to UEI and DUNS will no longer be accepted after April 4, 2022. |
| 1/0700 | REF\*GC\*GS99F9999Z> | Contract number is GS99F9999Z. Either BPA number or contract number is mandatory. If both contract number and BPA number are submitted, BPA number will be used. |
| 1/0700 | REF\*QK\*false> | Closeout sale indicator. This is not a closeout sale submission. This is mandatory and either true or false must be submitted. |
| 1/0700 | REF\*AM\*false> | Adjustment indicator. This is not an adjustment. This is mandatory and either true or false must be submitted. |
| 1/0700 | REF\*TD\*\*Updated sales quantities. > | The adjustment justification/reason for change is Updated sales quantities. This is optional. If more than 80 characters are necessary, then multiple REF segments may be submitted up to 500 characters. This is optional. |
| 1/0900 | DTM\*007\*20160801> | The reporting period is August, 2016. This is mandatory. |
| 2/0100 | LIN\*1\*MG\*MSE50\*MF\*LASERFICHE\*UP\*1234567891234\*PI\*132 33\*PO\*ORDERNUM1> | The manufacturer part number is MSE50 and it is manufactured by LASERFICHE. The UPC code is 1234567891234 and the SIN is 132 33. The purchase order/delivery order/order number/piid is ORDERNUM1. |
| 2/0200 | PID\*F\*\*\*\*Laserfiche Avante Advanced Audit Trail with Watermark> | The product description is Laserfiche Avante Advanced Audit Trail with Watermark. If more than 80 chars is required, then multiple PID segments may be submitted up to 1000 characters. |
| 2/0200 | PID\*X\*\*GS\*Non-Federal\*SCP> | This sale was made to a Non-Federal entity. This is mandatory and either SCP (STLOC Cooperative Purchasing), SDP (STLOC Disaster Purchasing), OTH (Other) or N/A (Not Applicable-Not a Non-Federal sale) must be submitted. |
| 2/1000 | QTY\*32\*2\*EA> | Quantity sold is 2 and the unit of measure is EA. This is mandatory. |
| 2/1100 | AMT\*SP\*15.9999> | The unit price is 15.9999. This is mandatory. |
| 2/1100 | AMT\*TS\*31.9998> | The sales total is 31.9998. This is mandatory. |