



FEDERAL PUBLISHING COUNCIL

Overview of the G-Invoicing GT&C

GPO G-Invoicing Implementation Team

Don Bartolomei, Robin Bilger, Joann Sharp

February 18, 2020



Background: What is G-Invoicing?

- In accordance with Treasury Financial Manual (TFM) Volume 1, Part 2, Chapter 4700 - all Intragovernmental (IGT) Buy/Sell activity must be accomplished by the exchange of Performance Transactions through G-Invoicing by **June 30, 2021**. <https://tfm.fiscal.treasury.gov/v1/p2/c470.html>
- G-Invoicing is a web-based application developed by the Bureau of the Fiscal Service to efficiently improve the quality and reliability of IGT Buy/Sell data. <https://www.igt.fiscal.treasury.gov/>
- The goal of G-Invoicing is to streamline the IGT Buy/Sell transaction lifecycle by improving communication, transparency, and data quality between Federal Program Agencies.
- G-Invoicing will replace legacy paper 7600A and 7600B forms.



How will G-Invoicing impact working with GPO?

- In the short term, normal GPO ordering processes will remain the same.
- GPO is starting work with our trading partners to align with the new G-Invoicing process.
- GPO will review Interagency Agreements (IAA) and Military Interdepartmental Purchase Requests (MIPR) currently in place and start discussions with trading partners on transitioning to the G-Invoicing 7600A Form (Paper Format).
- Based on the Treasury mandate, all orders placed with GPO that are being paid through IPAC funds will need an approved GT&C and Order in the G-Invoicing System, after June 30, 2021.
- GPO will still require trading partners to furnish traditional order forms for all printing and publishing services (i.e. SF-1, 2511, etc.).
- GPO anticipates not being fully implemented in the G-Invoicing Production Environment until 2021.



G-Invoicing Four Stages of Activity

Intragovernmental Buy/Sell Transaction Lifecycle				
Stage	GT&C	Order	Performance Transaction	Fund Settlement
Platform	G-Invoicing	G-Invoicing	G-Invoicing	IPAC
Buy/Sell Business Events	<ul style="list-style-type: none">• Trading partners' roles & responsibilities are identified• Contact information and authorized officials are established• Agency Officials will Establish & Approve GT&C	<ul style="list-style-type: none">• Accounting terms of the AA are completed• Product requirements are detailed• A fiscal obligation is created	<ul style="list-style-type: none">• Goods/services are delivered/performed• The exchange of goods/services (Delivered/Received)• Accrual information is exchanged	<ul style="list-style-type: none">• IPAC is initiated through the completion of the Performance Transaction• Funds are transferred



General Terms & Conditions (GT&C)

- Currently the 7600A (GT&C) form is in paper format and was recently revised as of May 2019.
 - 7600A Instructions and Form: <https://fiscal.treasury.gov/g-invoice/resources.html#admin>
- GT&Cs are the foundation of the trading partner relationship and starts the G-Invoicing process.
- GT&Cs must be created directly within the G-Invoicing system interface.
- GT&Cs can be initiated either by the Ordering Agency (Buyer) or the Performing Agency (Seller).
- No fiscal obligations are created through the execution of the GT&C.
- The GT&C is shared as a draft between trading partners and once all data is entered, both parties approve the GT&C, and the agreement becomes **Open for Orders**.
- The Requesting Agency/Buyer must reference an approved GT&C when creating Orders.
- GPO envisions employing umbrella GT&Cs that span a 5 year period.



Initiating the GT&C – Partner Info

Welcome

Partner Information

Header/Detail

Agreement Information

Approvals

GT&C

GT&C Title

Agreement Start Date

Total Estimated Amount

\$0.00

GT&C Status

Internal Draft

Agreement End Date

Total Remaining Amount

\$0.00

Requesting Agency

Agency Name

Please Select an Agency

Agency Location

Business Unit

Cost Center

Department ID

Servicing Agency

Agency Name

Government Publishing Office

Agency Location

Business Unit

Cost Center

Department ID

Save Internal Draft

Share Draft

Delete



Initiating the GT&C – Header/Detail

Welcome

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Header/Detail

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Approvals

GT&C

Options

GT&C Title

Agreement Start Date

Total Estimated Amount \$0.00

GT&C Status

Internal Draft

Agreement End Date

Total Remaining Amount \$0.00

Header Detail

Requesting Agency Agreement Tracking Number

-

Servicing Agency Agreement Tracking Number

Termination Days

Agreement Type

Select...

Advance Payment Indicator

Select...

Assisted Acquisition Indicator

Select...

Enforce Total Remaining Amount Indicator

Select...

Total Direct Cost Amount

Save Internal Draft

Share Draft

Delete



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GT&C

GT&C Title

Agreement Start Date

Total Estimated Amount \$0.00

GT&C Status

Internal Draft

Agreement End Date

Total Remaining Amount \$0.00

Agreement Information

	Requesting Agency	Servicing Agency
Explanation of Overhead Fees and Charges		
Scope	-	
Roles	-	
Restrictions		
Assisted Acquisitions	-	
Clauses	-	

Save Internal Draft

Share Draft

Delete



Initiating the GT&C - Approvals

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GT&C

GT&C Title

Agreement Start Date

GT&C Status

Internal Draft

Agreement End Date

Total Estimated Amount \$0.00

Total Remaining Amount \$0.00

Options

Approval

Initial Approval

	Requesting Agency	Servicing Agency
Name	-	-
Title	-	-
Email	-	-
Phone	-	-
Fax	-	-
Date Signed	-	-

Final Approval

	Requesting Agency	Servicing Agency
Name	-	-
Title	-	-

Save Internal Draft

Share Draft

Delete



Next Steps

- Reach out to us, if your agency would like to work together to develop an initial 7600A as part of your G-Invoicing readiness activities
- We will cover the next three phases of G-Invoicing Activity in upcoming FPC meetings.



FEDERAL PUBLISHING COUNCIL

G-Invoicing Team Mailbox GINV@gpo.gov

Implementation Team

Don Bartolomei – 202-512-1076

Robin Bilger – 202-512-1556

Joann Sharp – 202-512-2337