



FEDERAL PUBLISHING COUNCIL

Overview of the G-Invoicing GT&C

GPO G-Invoicing Implementation Team

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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	<input type="text"/>	Agreement Start Date	<input type="text"/>	Total Estimated Amount	\$0.00
GT&C Status	Internal Draft	Agreement End Date	<input type="text"/>	Total Remaining Amount	\$0.00

Requesting Agency

Agency Name	<input type="text" value="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	

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[Options](#)

GT&C Title	<input type="text"/>	Agreement Start Date	<input type="text"/>	Total Estimated Amount	\$0.00
GT&C Status	Internal Draft	Agreement End Date	<input type="text"/>	Total Remaining Amount	\$0.00

Header Detail

Requesting Agency Agreement Tracking Number	-
Servicing Agency Agreement Tracking Number	<input type="text"/>
Termination Days	<input type="text"/>
Agreement Type	Select... ▼
Advance Payment Indicator	Select... ▼
Assisted Acquisition Indicator	Select... ▼
Enforce Total Remaining Amount Indicator	Select... ▼
Total Direct Cost Amount	<input type="text"/>

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[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

Agreement Information

	Requesting Agency	Servicing Agency
Explanation of Overhead Fees and Charges		<input type="text"/>
Scope	-	
Roles	-	<input type="text"/>
Restrictions	<input type="text"/>	
Assisted Acquisitions	-	<input type="text"/>
Clauses	-	<input type="text"/>

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[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

Approval

Initial Approval

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

Final Approval

	Requesting Agency	Servicing Agency
Name	-	-
Title	-	-

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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.



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