

**Contract Number 36E797P22D0024 is a national mandatory contract for repackaging services. This contract is a competitive, firm-fixed price, requirements contract. The period of performance for Option Year One is 09/01/2023 – 08/31/2024.**

The NAC is responsible for acquiring the drugs that go through this program by establishing various Blanket Purchase Agreements against FSS contracts and arranging for delivery of such drugs to our re-packager, Aphenia Pharma Solutions Tennessee, Inc. for repackaging. These items include Metformin, Omeprazole, and Ibuprofen.

Orders may be placed through Aphenia Pharma Solutions web-based ordering system at [https://css-aphenapharma.qad.com/css/lg/lg\\_login.html](https://css-aphenapharma.qad.com/css/lg/lg_login.html). If you begin an order and the system times out due to inactivity for a one hour period, you may still use the existing order number, in lieu of starting the order again with a new number. This will eliminate skipped numbers in the system. The existing order number can be accessed through the order summary screen.

**IMPORTANT – Please do not place orders for controlled and non-controlled drugs on the same order. Aphenia is not allowed to ship both controlled drugs and non-controlled drugs together in accordance with DEA regulation. When placing orders for controlled drugs, please include a copy of your DEA license.**

Orders will be shipped by Aphenia Pharma Solutions FOB Destination within 7 days ARO. Facilities need to contact their Fiscal Department for their ordering procedures. The NAC bills the facility for the products ordered, inclusive of the repacking and shipping fees once the product has been shipped. Aphenia Pharma Solutions web-based ordering system will provide an online confirmation of orders to the ordering facility. Each ordering facility shall have the ability to cancel an order if the product is backordered or delivery is delayed beyond the 7 days ARO.

**No sales should be reported in FPDS as the NAC already reports the purchase of these drugs.** Please note that for the **Pharmaceutical Repackaging Program ONLY**, purchase orders should not be created in eCMS since this also would result in double reporting to FPDS for the purchase. Orders placed for products under the Pharmaceutical Repackaging Program are considered inter-agency purchases. Therefore, facilities will add the following information into their vendor file program in IFCAP.

National Acquisition Center  
1<sup>st</sup> Avenue North of 22<sup>nd</sup> Street  
Building 37  
Hines, IL 60141  
(708) 786-7542  
Tax ID # 741612229 07

**The following ordering procedures must be followed to reimburse the NAC:**

- A Purchase Order made to the NAC is required under vendor code 741612229 07.
- The NAC does not accept Purchase Card as a payment option.
- The NAC processes Aphena Pharma Solutions invoices for payment **NOT** Austin. (Do not send invoices to Austin).
- Please verify that sufficient funds are available on your obligation to avoid rejects and delay in reimbursements.
- Please process your receiving report as soon as your order is received. The NAC will charge your order timely.
- If you have any questions, please contact Ursula Bailey at (708) 786-7522 or [Ursula.Bailey2@va.gov](mailto:Ursula.Bailey2@va.gov).

