



To: All National Institutes of Health (NIH) Contractors/Vendors

Date: December 7, 2021

Subject: NIH Transition to the Department of Treasury's invoice Processing Platform (IPP)

Dear NIH Contractors/Vendors,

The Department of Health and Human Services (HHS) published a Federal Register Notice on October 14, 2021 announcing the proposed amendment to the HHS Acquisition Regulation (HHAR) and HHS's transition to the Department of Treasury's Invoice Processing Platform (IPP) (<https://www.federalregister.gov/documents/2021/10/14/2021-21931/department-of-health-and-human-services-acquisition-regulation-electronic-submission-and-processing>).

Starting in March 2022, the National Institutes of Health (NIH)/Office of Financial Management (OFM) will begin a phased transition approach from the NIH OFM current email electronic invoice submission solution (see Contract Opportunities notice posted to SAM.gov: <https://sam.gov/opp/4d3fd37f63cd4a558201c2b745b463da/view>) to the Department of Treasury's IPP for electronic submission and processing of payment requests.

For existing and future awards, NIH is planning an IPP phased implementation approach by contractor/vendor. NIH anticipates modifying existing awards to incorporate the HHSAR IPP electronic submission language along with the anticipated IPP transition date for each award. Contractors/vendors should continue to use the existing NIH OFM email electronic invoice submission solution until the IPP transition date stated in your specific award modification.

This information can also be found at SAM.gov:

<https://sam.gov/opp/0b986a5b1aa84762831d3fe046fb25bb/view>

OFM's Customer Service Office is here to help. Please do not hesitate to contact us at ofm_customer_service@mail-cmp.niceincontact.com or call us at 301-496-6088 if you have any questions or concerns regarding the electronic invoice submission process. The Customer Service Office is open Monday – Friday from 8:30 a.m. to 5:00 p.m. Eastern Standard Time and is closed daily between 12:00 p.m. to 1:00 p.m. Eastern Standard Time.

Thank you,

OFM Commercial Accounts Team