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#### 4. Annual Competition and Commercial Reporting Requirements.

4.1.The Procuring activity Competition and Commercial Advocates must prepare a consolidated annual Competition and Commercial Report by providing the data elements required in the [Competition Reporting Tool](https://www.afcontracting.hq.af.mil/competition_reporting/) by 6 January of each year, unless directed otherwise. Subordinate competition advocates and PEOs, submit the required data elements for their respective organizations via the [Competition Reporting Tool](https://www.afcontracting.hq.af.mil/competition_reporting/) at least 45 days prior to the 6 January due date, unless directed otherwise.

4.2. The report must be based on the data obtained from the [Federal Procurement Data System-Next Generation (FPDS-NG)](https://www.fpds.gov/) database. Instructions for pulling required reports from FPDS-NG are located in the [AFFARS Library, Part 5306](https://usaf.dps.mil/sites/AFCC/KnowledgeCenter/Pages/5306.aspx), under Useful Links.