



U.S. General Services Administration

Doing Business with GSA

Multiple Award Schedules Program

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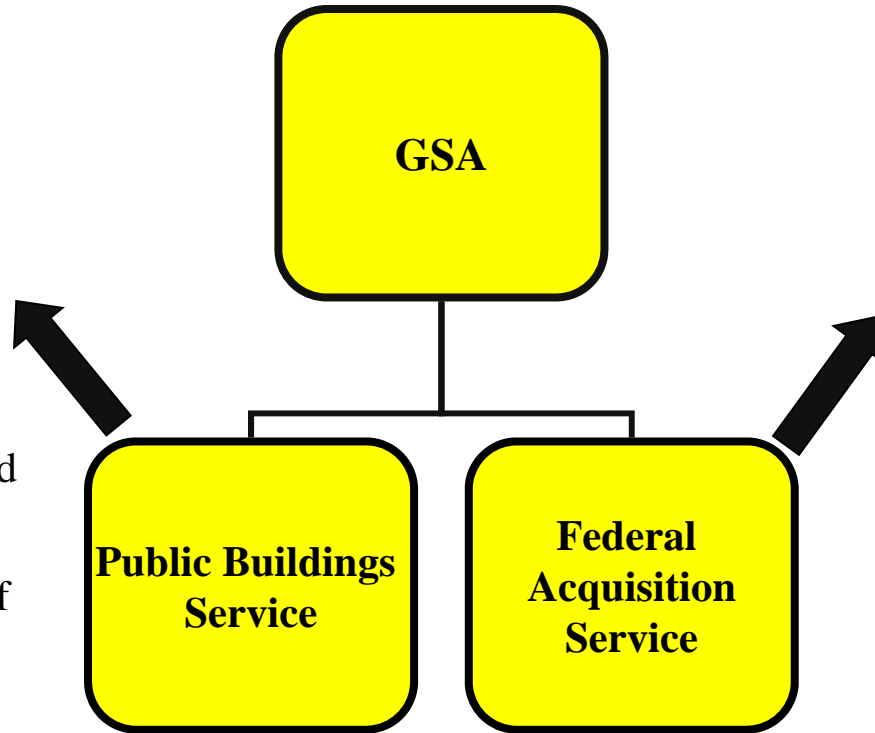
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GSA Mission

GSA's mission is to use expertise to provide innovative solutions for our customers in support of their missions and by so doing foster an effective, sustainable, and transparent government for the American people



GSA Structure



Landlord of the Civilian Federal Government

- Geographically based covering Alaska, Idaho, Oregon and Washington
- 650 buildings in our regional inventory of owned and leased space
- 15.5 million square feet of space.
- Serving 30 different Federal agencies

Multiple Award Schedules

- National program
- Long term contracts for products/services to better serve agencies' needs.
- Fleet Program

GSA Regional Offices are located in Boston, New York, Philadelphia, Atlanta, Chicago, Kansas City, Fort Worth, Denver, San Francisco, Auburn (Washington), Washington, DC.



Getting Started

Registrations

The North American Industry Classification System (NAICS) is the standard used by Federal statistical agencies in classifying business establishments for the purpose of collecting, analyzing, and publishing statistical data related to the U.S. business economy. <http://www.census.gov/eos/www/naics/>

Dun & Bradstreet Numbers (DUNS): A DUNS number is a unique, non-indicative 9-digit identifier issued and maintained by Dun & Bradstreet that verifies the existence of a business entity globally. Dun & Bradstreet assigns DUNS numbers for each physical location of a business. A DUNS Number is required to start your CCR registration. To receive a DUNS number, you will need to provide the following information:

To obtain a DUNS number call (866) 705-5711



Registrations (*continued*).....

Central Contractor Registration (CCR)

Any organization wishing to do business with the federal government must be registered in CCR before being awarded a contract. Registrants are required to submit detailed company information including:

- **General Information**
- **Corporate Information**
- **Goods and Services Information**
- **Financial Information**
- **Point of Contact (POC) Information**



Registrations (*continued*).....

Online Representations and Certifications Application (ORCA)

This online system replaces most of the paper-based Representations and Certifications (Reps and Certs) in the solicitations with an Internet application. You must be registered in ORCA if the solicitation you are responding to requires that you have an active registration in CCR. To register in ORCA go to <https://orca.bpn.gov>



Registrations (*continued*).....

Security Requirements: In accordance with Homeland Security Presidential Directive-12 ("HSPD-12"), contractors are required to undergo a FBI fingerprint check and a personnel security investigation at the level of the National Agency Check with written Inquiries (NACI).

Federal Business Opportunities: All proposed federal contracts expected to exceed \$25,000 are announced on Federal Business Opportunities, or www.fbo.gov. Businesses seeking government work should visit the FedBizOpps often and register there to be notified of newly posted opportunities in their industries



Small Business Administration

www.sba.gov



- **8(a) Small Business Development Certification Program Application-**
<http://www.sba.gov/aboutsba/sbaprograms/8abd/application/index.html>
- **Small Disadvantaged Small Business –Self Certify**
- **HUBZone Program Application -**
<http://www.sba.gov/hubzone/hubzoneapplication/index.html>
- **Woman-Owned Business – Self Certify**
- **Veteran Owned Business – Self Certify**
- **Service Disabled Veteran Owned Business – Self Certify**

****Get your designations prior to pursuing Federal contracts if possible**



GSA's Federal Acquisition Service *Multiple Award Schedules (MAS) Program*





Federal Acquisition Service

Multiple Award Schedules

- GSA establishes long-term government-wide contracts that allow customers to acquire a vast array of supplies (products) and services directly from commercial suppliers.
- This program achieves more than \$40 billion dollars in sales every year. Businesses who participate in this program have the potential to benefit, however, success is not guaranteed
- The contracts awarded under this program are 5 years with three 5 year options.
- Solicitations are OPEN and available on FedBizOpps 24 hours a day.
- Company needs to be in business 2 years to qualify

Participation Criteria

****“Pathway to Success****

Vendors may attend either a live presentation or complete the web based presentation posted on the Vendor Support Center (VSC) under the "Vendor Training" tab. (<http://vsc.gsa.gov/>)

- What are GSA's expectations for a vendor to become a successful Schedule contractor;**
- How to compete and succeed as a GSA Schedule contractor in the government marketplace;**
- How to develop a GSA Schedule-specific business plan; and**
- How to submit a quality offer, the proposal submission process, and the GSA Schedule solicitation.**

➤ **Who Buys from this Program**

- Federal, State and Local Governments purchase from the GSA MAS Program

➤ **Buyer Benefits**

- Agencies save tax dollars
- Pre-Negotiated Terms and Conditions makes purchasing easier
- GSA MAS responds to FAR and GSAM Regulations and Policy Requirements
- Purchase directly from seller

E-Library Website

www.gsa.gov/elibrary

- Enter Site
- Search for your product or service category
- Identify the corresponding GSA Schedule that matches that category
- Click on the GSA Schedule/Source Number
- Click on the “Vendors” link to view the solicitation on FedBizOpps
- Download the GSA Schedule Solicitation Numbered Files to your computer or use the “All Files” option.
- Fill out the solicitation and mail to the appropriate GSA office or use eOffer if applicable.

Search: all the words

Schedule Summary

For general schedule questions, contact:
IT Acquisition Center
Phone: (703) 605-2700
E-mail: it.center@gsa.gov

70 GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT, SOFTWARE, AND SERVICES

Pursuant to Section 211 of the e-Gov Act of 2002, Cooperative Purchasing provides authorized State and local government entities access to information technology items offered through GSA's Schedule 70 and the Corporate contracts for associated special item numbers. Contracts with the COOP PURC icon indicate that authorized state and local government entities may procure from that contract.



GSA Contracts Online
Federal Buyers...
View Contract Clauses >>

Vendors
Click here to view the current solicitation on FedBizOpps

70 Category list: - Categories

Once you find a schedule that fits what product/service you want to sell through GSA, find this box to click for the appropriate paperwork. If you have questions, there's a contact name in the paperwork and on each Schedule page for you.

Making a sound business decision

- Preferred Source of Supply
- Great Earning Potential
- World Wide Program
- High Visibility
- Credibility
- Potential Financial Success
- **I-FSS-106 GUARANTEED MINIMUM (JUL 2003)** The minimum that the Government agrees to order during the period of this contract is \$2,500. If the Contractor receives total orders for less than \$2,500 during the term of the contract, the Government will pay the difference between the amount ordered and \$2,500.
 - **72A Reports Current**
 - **Contract in Good Standing**
 - **Not terminated for default**
- 5-20 Year Contract
- Sales Criteria \$25,000 earning under the program
- IFF (.75%)
- Auditing and Set-Up Requirements
- Varied Demand
- Paperwork
- Award process time
- Success Not Guaranteed
- Contract can be cancelled for lack of sales before contract end date
- Modification are not automatic
- Self-Managed GSA Advantage

****IMPORTANT** Know who buys what you sell before pursuing this program.**



Website Shortcuts

GSA.gov	SHORTCUTS
Office of Small Business Utilization	www.gsa.gov/smallbusiness www.gsa.gov/sbu
Contacts for Small Business Support	www.gsa.gov/smallbizsupport
Doing Business with GSA publication	www.gsa.gov/smallbizguide
GSA Forecast of Contracting Opportunities	www.gsa.gov/smbusforecast
GSA Subcontracting Directory	www.gsa.gov/subdirectory
Small Business Events	www.gsa.gov/events
Service-disabled Veteran-owned Small Business Initiative	www.gsa.gov/service-disabled www.gsa.gov/sdvosb www.gsa.gov/21gunsalute
Mentor-Protégé Program	www.gsa.gov/mentorprotege
Recovery Act Opportunities for Small Business	www.gsa.gov/smallbusinessrecovery



Questions?

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www.gsa.gov