

A stylized graphic of the American flag, showing the stripes and a portion of the canton, set against a blue background.

U.S. General Services Administration

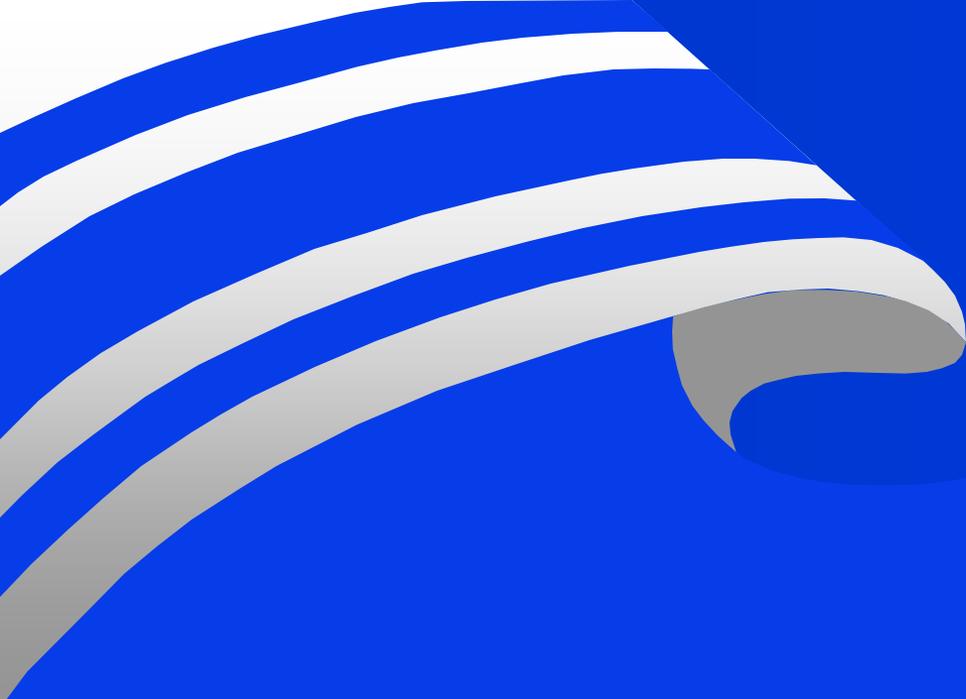
**REGIONAL OFFICE OF SMALL BUSINESS
UTILIZATION**

“Doing Business With GSA”

**PRESENTED BY
La’Vida Barnes**

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- **GSA Service Organizations**
- **Contracting Opportunities Open Solicitations**
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- **How to Prepare a Quality Offer for the Multiple Award Schedules**
- **How To Submit an Offer**
- **Schedule E-Library**
- **Marketing**



GSA SERVICE ORGANIZATIONS

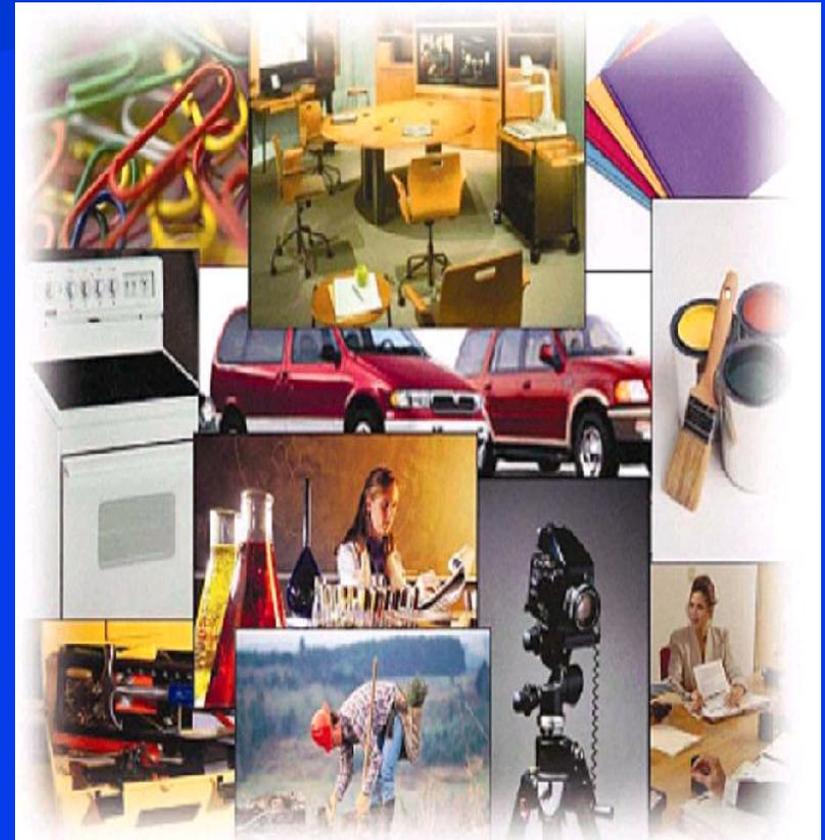
Small Business Utilization (SBU)

- **Small Business Community Support**
- **Contracting Opportunities**
- **Outreach Activities**



Federal Acquisition Services (FAS)

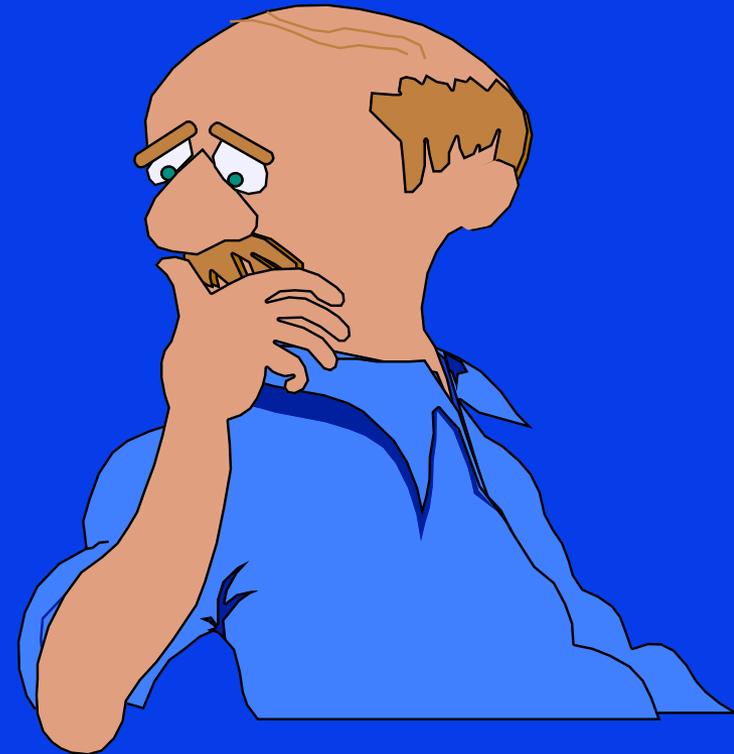
- **Multiple Award Schedules (MAS)**
- **Vehicle Acquisition & Leasing Services**
- **Travel and Transportation Services**
- **Personal Property Management**





WHERE TO START

- Obtain Solicitation
- Classify products & services within the scope of the Solicitation



Registering to Receive Notification of Future Procurements

The screenshot shows a browser window displaying the FedBizOpps website. The browser's address bar shows the URL "FedBizOpps" and the page title is "Federal Business Opportunities". The website layout includes a navigation sidebar on the left with sections for "Find Business Opportunities", "General Information", "Privacy and Security Statement", and "FedBizOpps News". The main content area features a central text block about the site's purpose, a "Hurricane Emergency Contracting Information" section with a link, and two buttons for "BUYERS" and "VENDORS". On the right, there are "Related Links" and "Contact Information" sections. A cartoon character is also visible on the right side of the main content area.

Find Business Opportunities

General Information

- ▶ Section 508 Vendor Notice
- ▶ Interface Description
- ▶ Management Responsibility
- ▶ Frequently Asked Questions

Privacy and Security Statement

- ▶ Privacy and Security Statement

FedBizOpps News

- ▶ What's New?
- ▶ FBO Awards
- ▶ 508 Compliance

FedBizOpps.gov is the single government point-of-entry (GPE) for Federal government procurement opportunities over \$25,000. Government buyers are able to publicize their business opportunities by posting information directly to FedBizOpps via the Internet. Through one portal - FedBizOpps (FBO) - commercial vendors seeking Federal markets for their products and services can search, monitor and retrieve opportunities solicited by the entire Federal contracting community.

The FedBizOpps "eps.gov" domain name will be deactivated and retired effective 1 October 2005 replaced by "fbo.gov" as the primary fedbizopps domain name. For more info see [What's New!](#)

Hurricane Emergency Contracting Information

Click [HERE](#) for information on registering your business capabilities to assist in the Hurricane disaster relief efforts.

Related Links

- ▶ Business Partner Network (BPN)
- ▶ Central Contractor Registration (CCR)
- ▶ Demo FBO
- ▶ Federal Agency Business Forecasts
- ▶ Federal Assets Sales
- ▶ Federal Grants
- ▶ Firstgov
- ▶ Minority Business Development Agency
- ▶ SUB - Net (Subcontracting Opportunities)
- ▶ Vendor Notification Service

Contact Information

- ▶ Email: fbo.support@gsa.gov
- ▶ Phone: 877-472-3779 (Toll Free)

FedBizOpps BUYERS **FedBizOpps VENDORS**

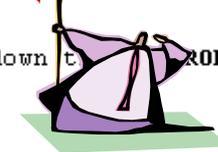


Acquisition Notification Service Subscription Form

Disclaimer: This service is provided for convenience only and does not serve as a guarantee of notification. Subscribers to this list service are ultimately responsible for reviewing the [Federal Business Opportunities](#) site for all information relevant to desired acquisitions.

To help ensure the performance of the notification system FBO limits the number of selection criteria that can be chosen. The system also limits the total number of selection criteria that users are allowed to build up over time. The system limits users to 1000 selection criteria in any single notification submission and to 10000 total selection criteria.

Your E-mail address: (Use full email address in the form of account@mailserver; ex: testacct@aol.com)

 ****Required****

Notes On some browsers, it may be necessary to hold down the **CTRL**, **APPLE**, or **SHIFT** key to select multiple items

(Please choose all that apply)

Select Procurement Classification Code:

- All Classcodes
- 10 - Weapons
- 11 - Nuclear ordnance
- 12 - Fire control equipment
- 13 - Ammunition & explosives

[Additional information on Classification Codes](#)



Select NAICS Code groups to display codes for:

- All codes
- 111 - Crop Production
- 112 - Animal Production
- 113 - Forestry and Logging
- 114 - Fishing, Hunting and Trapping
- 115 - Support Activities for Agriculture and Forestry
- 211 - Oil and Gas Extraction



**REGISTRATIONS
REQUIRED BY THE
FEDERAL GOVERNMENT**

A stylized graphic of the American flag, showing the top-left corner with the stars and stripes, set against a blue background. The stripes are white and blue, and the stars are white.

Central Contractor Registration

<http://www.ccr.gov>



- Start New Registration
- Finish Saved Registration Using Confirmation #
- Update or Renew Registrations Using TPIN
- Search CCR
 - Find my DUNS
 - Find my CAGE
- Federal Agency Registration
- Dynamic Small Business Search



ANNOUNCEMENT
From the Federal Government
Regarding Validation of Taxpayer
Identification Number (TIN) in CCR

On **October 30, 2005**, the Central Contractor Registration (CCR) will begin validating the Taxpayer Identification Number and Taxpayer Name of each new and updating CCR registrant with the Internal Revenue Service (IRS) records.

For more information, please see [News item](#).

ANNOUNCEMENT FROM THE
FEDERAL GOVERNMENT RE
BUSINESS SIZE STATUS AND CCR
TRADING PARTNER PROFILE

On April 18, 2005, the U.S. Small Business Administration will begin using its Small Business Logic to determine the small business status of companies registered in the CCR. [A notice has gone out](#) to every company registered informing them of the change. This is expected to improve accuracy and reduce previously required data input. Companies will no longer be required to populate the SBA Certified Small Disadvantaged Business, SBA Certified 8(a), and SBA Certified HUB Zone business type fields.

Hurricane Katrina and Effect on CCR



Upcoming Events

1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			



Security Notice ▶

CCR Policy and Background ▶



A stylized graphic of the American flag, showing the top-left corner with blue and white stripes, set against a solid blue background.

ORCA

**Online Representations
and Certifications
Application**

<http://orca.bpn.gov>



Welcome to the Online Representations and Certifications Application (ORCA)

ORCA is an e-Government initiative that was designed by the Integrated Acquisition Environment (IAE) to replace the paper based Representations and Certifications (Reps and Certs) process.

Please login to add or update your ORCA record

DUNS Number

+4 (if applicable)

MPIN

Login to ORCA

Reset Fields

NOTE: [Click here](#) to learn how to create your MPIN.

Search current ORCA Record

DUNS Number

+4 (if applicable)

Search

Reset Fields

[Click Here](#) for Archive Search

Integrated
Acquisition
Environment



E-GOV

Other Links

[Small Business Administration \(SBA\)](#)

[FAC 01-26](#)

[Central Contractor Registration.gov \(CCR\)](#)

[Business Partner Network \(BPN\)](#)

The ORCA website is designed to be used with Internet Explorer 6.0 or Netscape 7.x

NOTE: Session will terminate after 20 minutes of inactivity.

[Click Here](#) for feedback or comments form.

A stylized graphic of the American flag, featuring blue and white stripes that curve and flow across the top left of the image. The background is a solid blue color.

SUB-Net

<http://web.sba.gov/subnet>

[IT-Solutions Legacy System](#)

Please click the link above to login to the legacy system.

[Forgot Password](#)

Forgot password, click above!

[Tell Me About Registration](#)

Discover how to register and what is required!

<<Select one of the options in this list>> ▼

[Tell Me About IT-Solutions](#)

Gain an understanding of the IT-Solutions Shop!

<<Select one of the options in this list>> ▼

[GSA Information](#)

Flip through some GSA background information and an explanation of the Programs Involved!

<<Select one of the options in this list>> ▼

[What's New?](#)

Read the latest information on the new and exciting changes to this web site!

<<Select one of the options in this list>> ▼

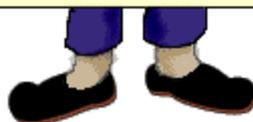
[ITSS Integrated System](#)

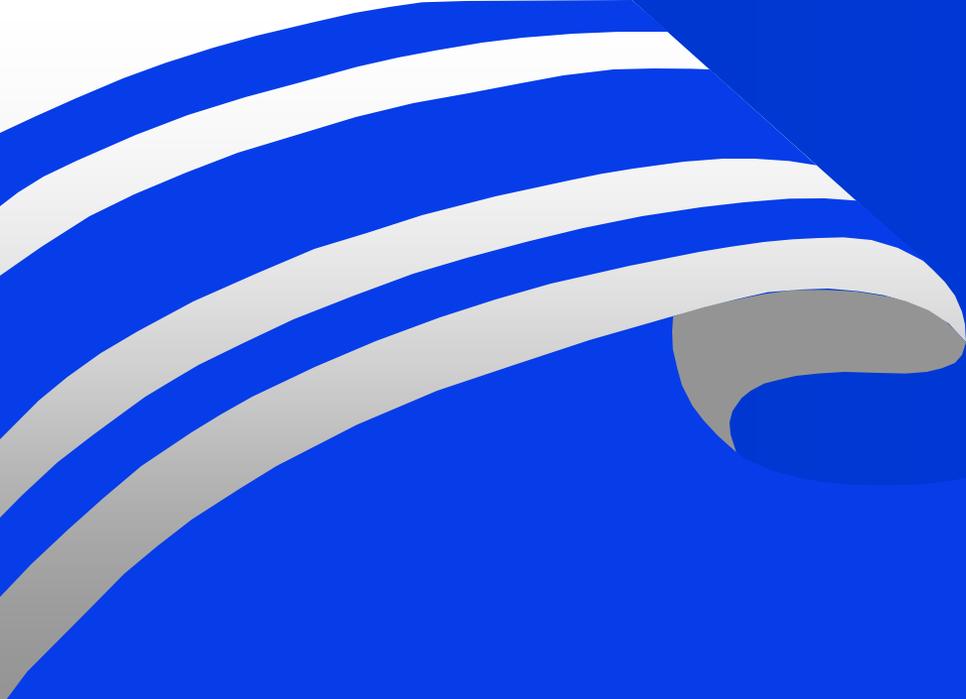
All GSA Regions have migrated into the new system. Click on the link above to access orders and funding in the New ITSS Integrated System



NEWS BOARD!

IT-Solutions Shop News Board was last changed 10-02-2006 6:00 AM PST





CERTIFICATIONS REQUIRED BY GSA



[National Guard/Reservists](#)
[Administrator's Advisory Committee](#)

Are you an Entrepreneur?



William D. Elmore

Associate Administrator for
Veterans Business Development.

Implementation of Procurement Program for Service-Disabled Veteran-Owned
Small Business Concerns



ment)-- Business Opportunities with

Welcome to SBA's Office of Veterans Business Development. OVBD is dedicated to serving the veteran entrepreneur by formulating, executing and promoting policies and programs of the agency that provides assistance to veterans seeking to start and develop small businesses. We are your resource partner!

Services To
Help Veterans

Procurement

Lending
Programs

PRO-Net, SUB-Net
& TECH-Net

Starting Your
Business

ACTs/Laws

E-Business
Institute

Veterans
News

Outside
Resources

Federal Grant
Resources

Comments or
Questions

Reports

National Guard/
Reservist

Franchising
Expo

Registrations for Woman Owned Business

- **National Association of Women Business Owners (NAWBO)**
www.nawbo.org
- **Women Business Enterprise National Council (WBENC)**
www.wbenc.org
- **Center for Women Business Research**
<http://www.nfwbo.org>

A stylized graphic of the American flag, showing the stripes and a portion of the stars, positioned in the upper left corner of the slide.

Multiple Award Schedules (MAS)

- **Widely accepted commercial acquisition vehicles offering millions of products & services**
- **Catalog of similar products and services available through GSA**



Getting Started

- **Obtain a copy of the Federal Supply Schedule solicitation for your product or service:**
<http://www.fedbizopps.gov>
- **Complete all information in the solicitation**



Getting Started

- **Finding your Multiple Award Schedule Solicitation**
- **Identify your product or service**
- **Determine Your Federal Supply Class Code and your North American Industrial Classification System Code (NAICS)**
- **Identify your Special Item Number (SIN) within your Federal Supply Group**



Federal Business Opportunities

<http://www.fedbizopps.gov>

F e d B i z O p p s

Federal Business Opportunities



Acquisition Centers

Management Services

Office Supplies and
Administrative Services

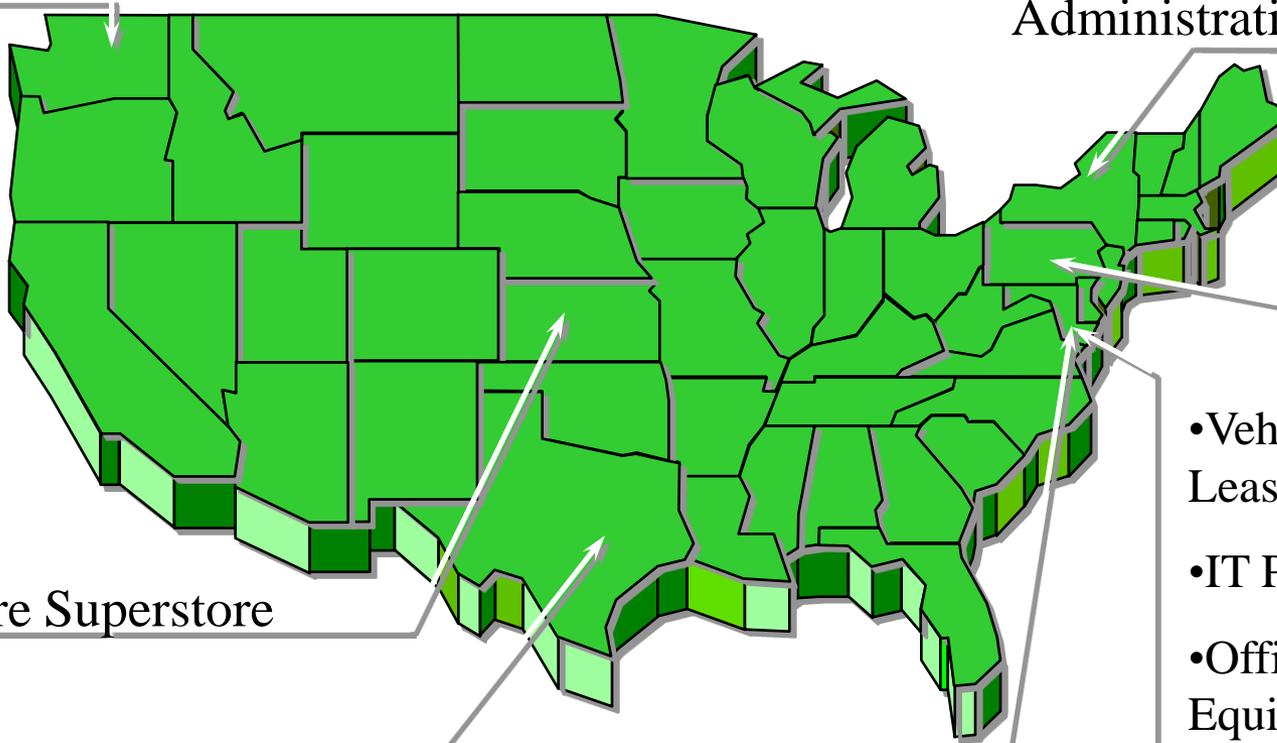
National
Furniture Center

- Vehicle Acquisition and Leasing Services
- IT Products and Services
- Office and Scientific Equipment
- Services
- Travel and Transportation Services

Hardware Superstore

General Products Center

GSA Customer Supply Center





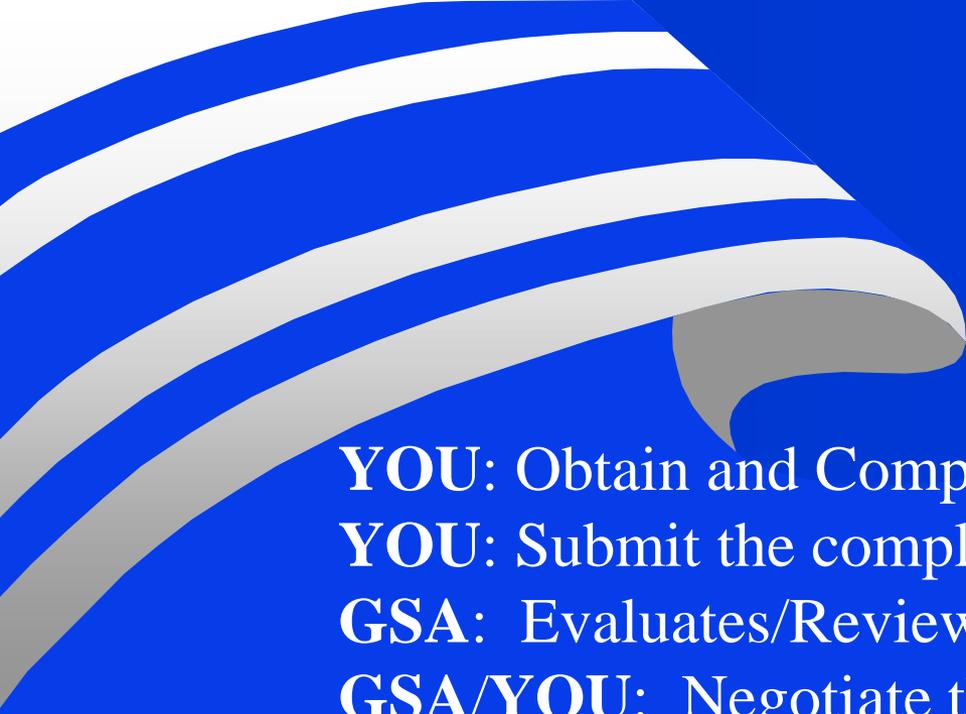
*How to Prepare a Quality Offer
for the Multiple Award Schedules*

Basic Steps To GSA Contracting

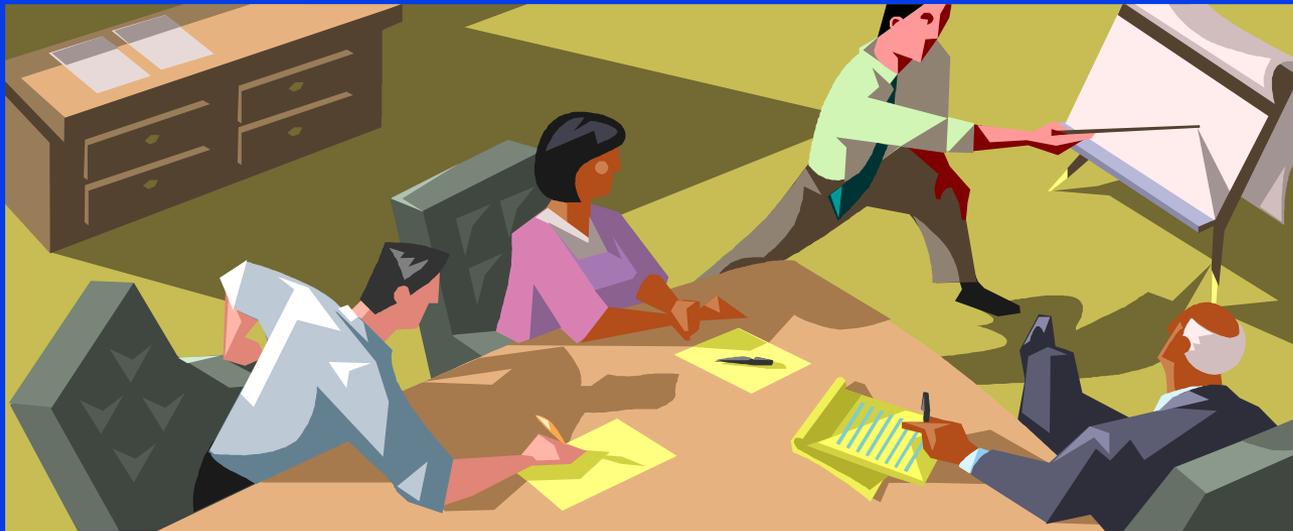
YOU: Complete Online Registrations and Start Past Performance Review

- Open Ratings www.openratings.com
- Small Business Certifications www.sba.gov
- Central Contract Registration (CCR) www.ccr.gov
- North American Industrial Classification Code (NAICS) www.census.gov
- Dun and Bradstreet (D & B) www.dnb.com
- Online Representations and Certifications www.bpn.gov/orca





YOU: Obtain and Complete a GSA Schedules Solicitation
YOU: Submit the completed document as your offer to GSA
GSA: Evaluates/Reviews
GSA/YOU: Negotiate the offer for the best value (discounts, terms and conditions) for the government.



e-Tools...

- www.gsa.gov
- www.gsa.gov/
 - schedules
 - elibrary
 - gsaadvantage
 - VSC
- fsstraining.gsa.gov





HOW TO SUBMIT AN OFFER

HOW TO SUBMIT AN OFFER

- Read the entire solicitation
- Respond to all requirements
 - Submission of Offers – Instructions Evaluation
- Review for completion of quality offer
- Submit to address shown
- Signed by corporate official



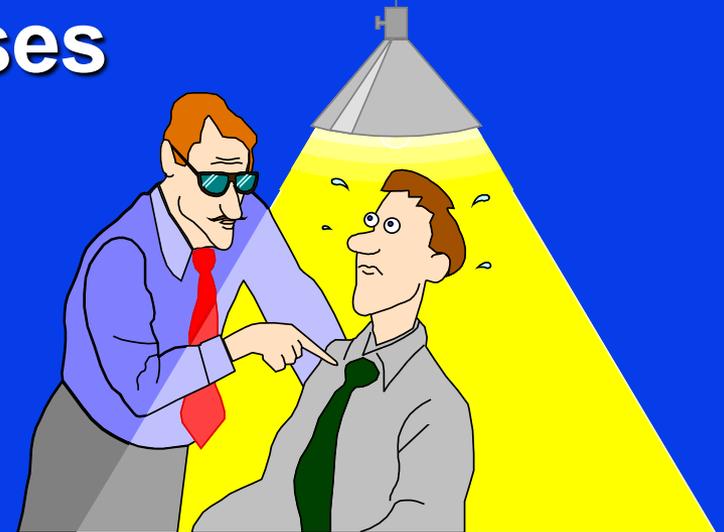
PRIOR TO NEGOTIATION

- Contracting Officer/specialist assigned
- Will be contacted by assigned CO/CS
 - clarifications/deficient data defined
- Timeframe for response established



DURING NEGOTIATIONS

- **Submit additional data as requested**
- accurate, complete and current
- **Be timely with responses**



PREPARATION FOR AWARD

■ FINAL PROPOSAL REVISION

- basis for award clearly identified
- price reduction clause
- government discounts
- delivery time
- industrial funding fee



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AFTER AWARD

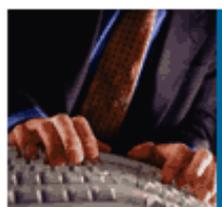
- **Submits GSA contract data electronically via/GSA Advantage!**



SCHEDULE E-LIBRARY

Welcome to Schedules e-Library

Schedules e-Library is your source for the latest GSA and VA schedules and GWAC contract award information. Schedules e-Library is updated daily to provide you with the latest award information!



Search

 in

enter **Keywords, Contract Number, Contractor/Manufacturer Name, Schedule/SIN/GWAC Number**

▶ [View an Alphabetical Listing of available Contractors \(a-z\)](#)

CATEGORY GUIDE

- ▶ **Fall/Winter**
- ▶ Disaster Relief
- ▶ Homeland Security
- ▶ IT Solutions & Electronics
- ▶ Law Enforcement, Fire, & Security
- ▶ Recreation & Apparel
- ▶ Tools, Hardware, & Machinery
- ▶ Vehicles & Watercraft
- ▶ Building & Industrial
- ▶ Furniture & Furnishings
- ▶ Hospitality, Cleaning, & Chemicals
- ▶ Laboratory, Scientific, & Medical
- ▶ Office Solutions
- ▶ Services
- ▶ Travel & Transportation Solutions
- ▶ Wildland Fire & Equipment

IN THE SPOTLIGHT

Two NEW categories: "967 01 - Fuel Tankers" and "968 01 - Water Tankers" have been added to Schedule 23 V!

QUICK SEARCH

Go to

COOPERATIVE PURCHASING

Purchase IT products, services, and support equipment from Federal Supply Schedules.

- ▶ [View authorized vendors](#)
- ▶ [Cooperative Purchase FAQ](#)

GOVERNMENTWIDE ACQUISITION CONTRACTS (GWAC)

GWAC Total Solutions saves you time and money...

▶ [View all GWACs](#)

Attention Schedule Partners

If you currently have a Federal Supply Schedule contract under [Schedule 70](#) or [75](#), please [click here](#) for an important message.

Schedule Summary

For general schedule questions, contact:

Phone: 1-800-241-RAIN

E-mail: environmental@gsa.gov



899 ENVIRONMENTAL SERVICES

Schedule (PDF)
Supplies & Services

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

Vendors
Click here to view the current solicitation on **FedBizOpps**



MARKETING



Marketing Your Business

- **Distribute Your Price List**
- **Maximize Your Web Presence**
- **Business Cards and Brochures**
- **GSA Advantage! and e-Buy**
- **MarkeTips**
- **Network, Network, Network!!!**



GSA . . .

your PARTNER in business!





ANY
QUESTIONS?

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For assistance

LaVida Barnes

817-978-0441

lavida.barnes@gsa.gov

Greater Southwest Region



THANK YOU!