

The following information is for vendors who have had experience in Federal contracting. Please pay close attention to the information regarding solicitations and proposals:

- **The Cybersecurity Maturity Model Certification is going to be required for all vendors involved in Federal contracting no later than 2026. Basic information on the CMMC can be found at <https://www.acq.osd.mil/cmmc>.**
- Ensure your company maintains a current registration in the System for Award Management (www.sam.gov).
- Ensure your company capabilities are accurately reflected in the Dynamic Small Business Search Engine: https://web.sba.gov/pro-net/search/dsp_dsbs.cfm. Accurately reflected meeting your company description is specific, clear, concise and matches your NAICS code. If your company's information is either inaccurate, or outdated it impacts the contract specialist's market research.
- Ensure you aggressively monitor all Government Points of Entry (GPE)
 - sam.gov (Contract Opportunities)
 - GSA: <https://hallways.cap.gsa.gov/app/#/> (Acquisition Gateway)> GSA has its own process for vendors to be on GSA Schedule, so review www.gsa.gov for the process and requirements.
 - NASA SEWP <https://www.sewp.nasa.gov/> (IT supplies (NAICS 334111) and services (NAICS 541519))
- Ensure you aggressively monitor each of the above for:
 - Requests for Information (Government has a general idea of what it needs and is seeking commercial vendors that can possibly support)
 - Sources Sought (Government knows what it needs and contracting is trying to determine if large/small businesses can support)
 - Synopsis (the Government is telling you what supply/service it will be soliciting for, and when it plans on posting the official solicitation).

Requests for Information, Sources Sought and Synopsis are all forecasting indicators. Synopsis are the best forecasting indicator of the three because the Government actually says when a solicitation is anticipated to be posted. **Please note, responses to sources sought and requests for information are not official proposals, you will still have to provide an official proposal once a solicitation is posted.**
- LPTA vs. Best Value. The Federal Government has put more emphasis, through regulations and procedures, on making best-value awards vice Lowest Price-Technically Acceptable (LPTA). Therefore, your proposals need to include language that demonstrates why your company represents the best value to the Government.
- For your Solicitations/Proposals:
 - Propose and propose on time!
 - Read the whole solicitation multiple times, complete all required provisions and understand all clauses.
 - Answer the tasks being asked and, when possible, elaborate on what benefits you bring to each task. What do you bring that is over and beyond what the Government is asking for? You must be careful here because this does not mean adding things the Government did not ask for. Rather, it means explaining how your product provides the greatest benefit to the Government. A helpful way to ensure you answered all tasks is to put all tasks into an Excel spreadsheet. Then in the next column answer each task. By doing this you will be able to focus on each task more clearly and will reduce the risk of missing a task/qualification.
 - Consider your volume of responses. Quality of responses overrides quantity of responses!!
 - Key provisions/clauses to focus on:
 - Instructions to Quoters (Specific guidance on proposal formats and how the Government is soliciting)
 - 52.212-2 Evaluation of Offers (How the Government will evaluate your proposal: LPTA, best value, specific evaluation criteria)
 - 52-212.3 Representations and Certifications (this is where you identify what type of small business you are)
 - 252-232.7006 Wide Area Workflow ([Procurement Integrated Enterprise Environment \(eb.mil\)](http://Procurement Integrated Enterprise Environment (eb.mil)), help desk 1-866-618-5988) **You will submit all invoices through this site and you should be registered in this site as soon as possible.** You must not wait until you receive a contract award.
- For Awards:
 - Ensure you know who your government points of contact are (contracting officer, contracting officer representative).
 - Ensure you understand all base access procedures.
 - Ensure your manifests/delivery documents have the contract number, contracting officer name, and government point of contact.