

GSAprogram™

Does your Company Qualify for a GSA Schedule?

1. Have you been in business for at least 2 years?

GSA wants to see you have some experience in business.

2. Do you have a commercial price list or a commercial catalog or products or services that are sold, leased, or licensed to the general public?

GSA requires you to submit proof of commerciality.

3. Have you completed at least 3 projects during the past 2 years in the service or the products you want to sell to the GSA?

GSA requires Schedule Holder applicants to have the same or similar experience as you want to sell to GSA.

4. Has your firm or any of its principals been disbarred from doing business with the federal government, or, within the last 3 years had a criminal or civil judgment against it with regard to federal, state or local government contracting?

You will not be eligible to receive a GSA Schedule Contract Award.

5. Do you have a job cost accounting system?

GSA may audit your contract. GSA requires you to make quarterly payments on sales to agencies that buy from your Schedule contract. QuickBooks or similar is acceptable.

6. Have you had at least \$100,000 in sales over the past 2 years?

GSA wants to see you have “substantial” sales.

7. Do you have three (3) or more most favored customers?

GSA wants to ensure you are providing them with your best prices.

8. Do you want to diversify your sales base and improve your cash flow?

The Federal government is a customer that pays invoices promptly.

9. Do you sell professional services? If so, do you have at least a 2-page quality control plan?

Federal agencies that buy services normally require proposals with a quality plan.

10. Do you have a product or service that is your core competency that will help solve a problem in the government?

Your product and/or service must match up with at least one of the Schedule contracts offered by the GSA.