

# **GSA** Overview

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## ONE COUNTRY | ONE MISSION | ONE SOURCE One GSA – One Voice

## **U.S. GENERAL SERVICES ADMINISTRATION**

## **GSA Public Buildings Service**

## **GSA Federal Acquisition Service**







# **FAS Solutions**



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# **Federal Acquisition Category Offerings**

- Product Solutions: Millions of innovative products to support the operation of offices, facilities and the performance of specialized tasks
- Service Solutions: Pre-qualified professional and technical services across many disciplines
- Transportation Solutions: Simplifying the movement of freight, household goods and valued employees around the world

# **Federal Acquisition Category Offerings**

- Travel Solutions: A broad spectrum of travel, lodging, and charge card resources at preferred pricing
- Technology Solutions: Leading-edge IT and telecom products, systems, and integrated services
- ✓ Motor Vehicle Management: Purchase, leasing, rental, and maintenance of motor vehicles

# **Strategic Programs / Initiatives**

- Ability One (JWOD)
- Computers for Learning
- Cooperative Purchasing (IT & Law Enforcement)
- Disaster & Emergency Response
- Environmental *Buy Green*
- Service-Disabled, Vet-Owned Small Business Goals
- Wildland Fire (Now with DLA)
- Strategic Sourcing
- Federal Surplus Personal Property Donation Program

## **Priorities for use of Government supply sources (FAR 8.001)**

- ✓ Agency's own inventory
- Excess from other agencies
  - GSA Area Property Officer
  - taronda.reed@gsa.gov
  - > 312.886.8996



- ✓ FPI/UNICOR... GSA distributes many of their products
- NIB/NISH (*AbilityOne*/JWOD)... GSA considered their primary distributor
   >www.AbilityOne.gov
- ✓ GSA/VA/DLA
  - GSA Wholesale (a.k.a. "Global Supply") = "requisitioning"
  - GSA/VA Multiple Award Schedules/GWACs = "contracting"

# **Delivery Methods**

- Requisition GSA Global Supply transfers ownership of current government property (fast and guarantee compliance to procurement laws & regulations, already competed)
- Acquisition FAS Multiple Awards Schedules provide selfservice access to thousands of GSA vendors (shorter procurement cycle times, direct access to qualified vendors already under contract)
- Assisted Acquisition GSA manages acquisition on a fee-forservice basis to combine products and key resources (customized support before, during, and after contract award)

# **GSA Global Supply**



# GSA Global Supply (a.k.a. MILSTRIP/FEDSTRIP)

- Source for most of your "common-use" product needs
  - > 90,000 items, including...
    - > Tools, office, janitorial, firefighting, etc.
    - > 2,200 AbilityOne/JWOD items
- Requisition-based ordering
  - No need to solicit multiple sources place a requisition
    - Orders from GSA Global Supply are REQUISITIONS... not procurements... regardless of order size or dollar volume
- ✓ Guaranteed full compliance
  - > JWOD
  - Socio-economic
  - ► EPA
  - ➢ etc.
- Government purchase card or AAC billing option
- GSA accountability for everything from order-placement through delivery & billing

# Leverage GSA's expertise!



# **Computer Products Available via GSA Global Supply!**

- Desktop Computers
- Notebook Computers
- Monitors
- Printers
- ✓ Memory
- ✓ Servers
- Network Products
- ✓ Storage Devices
- ✓ Software







computer products!

# **GSA Global Supply... ordering options**

- ✓ MILSTRIP/FEDSTRIP
- Phone: 800-525-8027
- ✓ Fax: 800-856-7057
- ✓ www.globalsupply.gsa.gov



✓ www.emall.dla.mil





# What is a Schedule?

The Multiple Award Schedules **Program** is a powerful provider of commercial solutions. GSA's **Federal Acquisition Service** awards competitive, indefinite delivery, indefinite quantity contracts to those companies who give the Government the same or better discounts than their best customers....and those discounts are passed on to you!



FAR 8.4—Federal Supply Schedules

## Multiple Award Schedule "direct delivery" contracts...

## Thousands of pre-existing contracts for millions of products & services

- IT, Services, Furniture, Tools, Vehicles, Office Supplies, Security Equipment, etc.
- ✓ Volume discount pricing
- Open-continuous solicitation allows addition of new technology and products
- ✓ Online ordering through GSA Advantage!
- ✓ Assisted Acquisition Service also available



# What's available under GSA Schedule contracts?

- Information Technology
  - Products (plasma screens, laser jet printers, BlackBerry, etc) & Services
- Services
  - Environmental, Management/Business/ Organizational, Professional Engineering
- Office Supplies & Paper Products
- ✓ Furniture
- ✓ Tools, Hardware, Appliances
- ✓ General Products
  - Law Enforcement, Hospitality, Scientific Equipment, Sports













## How it works...

- ✓ GSA negotiates/awards contracts
  - Contracts are awarded with "Most Favored Customer Pricing"
- Contractors are provided visibility on GSA's eTool systems
  - Contractors promote their own products and services directly to the customer
- Customer agencies compare individual price/delivery options and make a best value determination
- Customer agencies place "delivery/task orders" under the Schedule contract
- ✓ Billing is directly between the agency & the contractor
- Any disputes should attempt to be resolved directly between the agency & the contactor

# Scope determination...

In GSA Schedule contracts, there are **three levels of contract scope**. Schedule users should compare the contemplated task to each of these levels of scope.

#### 1. Schedule-level

- Scope descriptions are stated in general terms so as to include as many commercial products and services as possible, subject to the FSC and NAICS indicated in the solicitation description
- Section B of the solicitation (linked at Schedules eLibrary)

#### 2. Special Item Number (SIN)-level

- Breaks down the broad Schedule scope into more specific categories of related products and services
- SIN descriptions are found in both Section B of the solicitation and in GSA's Schedules eLibrary system

#### 3. Contract-level

- Most specific expression of contract scope in a Schedule contract, articulated in the individual contractor's price list (i.e., for Services, specific labor categories awarded)
  - The price list is generally considered to be the core of the contract scope.
- Accessed through GSAAdvantage system or, as appropriate, by contacting the contractor directly

GSA/FAS Acquisition Center personnel can assist/guide with scope definition; however, ultimate responsibility lies with the ordering official.

# **Ordering Procedures**

<b>Services</b> that require a Statement of Work	Products and Services - No Statement of Work required
Under the \$3,000 micro-purchase threshold Place the order directly with contractor for the service that best meets your needs	Under the \$3,000 micro-purchase threshold Place the order directly with contractor that best meets your needs
<ul> <li>Over the \$3,000 micro-purchase threshold</li> <li>✓ Prepare a Statement of Work</li> <li>✓ Send your RFQ and SOW to at least 3 Schedule contractors</li> <li>✓ Evaluate and make a Best Value selection</li> </ul>	<ul> <li>Over the \$3,000 micro-purchase threshold</li> <li>✓ Review at least 3 Schedule contractors' pricelists or use GSAAdvantage!®)</li> <li>✓ Select the Best Value</li> </ul>
<ul> <li>Over the maximum order threshold</li> <li>✓ Prepare a SOW</li> <li>✓ Send your RFQ and SOW to more than 3 Schedule contractors and seek price reductions</li> <li>✓ Evaluate and make a Best Value selection</li> </ul>	<ul> <li>Over the maximum order threshold</li> <li>✓ Review additional price lists or use GSAAdvantage !®)</li> <li>✓ Seek price reductions from Schedule contractors that represent Best Value</li> </ul>

## **Best Value Determination**

- Past performance
- Special features of the supply or service required for effective program performance
- Trade-in considerations
- Probable life of the item selected as compared with that of a comparable item.

- Warranty considerations
- ✓ Maintenance availability
- Environmental and energy efficiency considerations
- ✓ Delivery terms

"Best Value" definition is found at FAR 2.101.

## Three GSA etools to assist you...





## What can I research via GSA eTools?

- Schedule product/service offerings
- Contractor pricing
- Pricing comparisons across product categories
- Specific contractors on a GSA Schedule/GWAC
- Vendors available under specific socioeconomic classes
- Sources available by submitting an RFI/RFQ
- ✓ GSA Schedule Contract Clauses









- ✓ Over 11 million products/services available
- Wide selection of contractors
- Compliance with regulation/competition requirements
  - ►FAR
  - ≻JWOD
  - Environmental
  - ≻Socioeconomic



Compare prices, features, and delivery options



Home | Register | Order History | Login | Help

\*\*\* WARNING \*\*\*

This is a U.S. General Services Administration computer system that is "FOR OFFICIAL USE ONLY". This system is subject to monitoring. Therefore, no expectation of privacy is to be assumed. Individuals found performing unauthorized activities are subject to disciplinary action including criminal prosecution.

Privacy and Security

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Transportation Services	<ul> <li>Learn more abo from GSA</li> </ul>	out purchasing contracts	Informat	tion for current and active contractors		Useful information and help desk assistance
Travel Services	Institution	THE REAL PROPERTY OF	hieshe			the second s



A service of the U.S. General Services Administration





## Member Registration

Instructions: With a GSA Advantage! account you can easily track and manage your orders and more! Complete this simple registration to purchase items and/or use many of the enhanced features of GSA Advantage!. Payment method is not needed to register. Note: If you have Javascript disabled on your browser, by-pass the bureau selection below and complete the registration, you will be prompted to select a bureau.

First Name:	Last Name:	
Phone:	(no alphas)	
Agency:	Tribal Information	•
Bureau Code:	Select a Bureau 💌 (if your bureau is not listed, please select the bureau that matches your agency)	
Email Address:	First.Lastname.@your.email.gov	
Zip Code	(ZIP code needed to determine pricing for your location) (ex. 22202 o	22202-1234)
⚠ Please writ	te down your User ID, Password, and Password Hint below!	
User ID:	(ID must be at least six(6) characters long.)	
Password:	(Password must be at least eight (8) characters long.)	
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Password Hint:	: Enter your mother's maiden name:	
Would you like	to receive e-mail status updates for your orders? $\odot$ Yes $ \odot $ No	
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Format Plain T	of emails: Text (works well with all mail clients except Lotus 4.x)	
Would you like	to receive e-mail for news alerts and other stuff? $ {f \circ}$ Yes $ {f \circ}$ No	
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7530-01-503-8441		basis weight.					
delivering reliable, high quality performance. Wit		Mandatory JWOD Ite	m Available From NIB/NISH A Item Meets EO 13101)				
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Contractor: GSA Global Supply 🌑 🗹 (strategic	Delivery	2-7 Days Delv (ConUS)	14 days delivered ARO	5 days delivered ARO			
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#### Shopping Cart Notes

#### **Removing Items**

- Enter "0" in the Qty box for the items you want to remove and click "Update Cart".

#### Changing the Unit Price

- Customers are encouraged to negotiate a lower price with MAS contractors (if the volume warrants). To reduce the unit price, click [reduce price]. You will be asked to provide an authorization.

#### Payment Methods

- GSA Advantage accepts the Government Purchase Card or AAC/DoDAAC. Restrictions may apply

#### Shipping

- Shipping is included on all prices except when "FOB Origin".
- Orders may be shipped to any valid post office address, as well as APO/FPO or foreign addresses. Additional instructions will follow in Checkout.

#### Saving your Shopping Cart

- If you would like to save your cart for later or forward your cart to someone, click the "Park Cart" button.

- Please note that prices are subject to change, and may be different when retrieved.

	GSA e-Buy Schedules e-Library	rial   Customer Assistance   What's New   Register   LOG	N # Shopping Cart	1
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KDL-V26XBR1 SONY KDL-V26XBR1 Packed with the latest technology, Sonys 26" KDL-V26XBR1 BRAVIA XBR LCD Flat Pa nel HDTV features the WEGA Engine system, which delivers superb picture quality from any video source minimizing signal deterioration. Other features such as	\$1,526.00 EA 5 days delivered ARO Additional Sources	ADD to Cart
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TH-42PS9UK PANASONIC TH-42PS9UK 🔊 Is this the plasma youve been waiting for? Panasonic Plasma TV has set the stan dard for broadcast plasma display and home theater alike for 8 years running, and the new Panasonic TH-42PS9UK plasma TV is no exception. Unrivalled picture Manufacturer: PANASONIC BROADCAST AND TELEVISION SYSTE Contractor: DVDT [GS-35F-0109R] (s)	\$1,607.20 EA 5 days delivered ARO Additional Sources	ADD Cart
TH-42PD60U PANSONIC TH-42PD60U 🕅 Pushing the envelope in plasma display technology, Panasonic Plasma TV introduces a new integrated, widescreen (16:9) plasma monitor that combines great picture with new sleek silver styling, all in a cabinet that's less than four inches Manufacturer: PANASONIC BROADCAST AND TELEVISION SYSTE Contractor: DVDT [GS-35F-0109R] (s)	\$1,680.00 EA 5 days delivered ARO Additional Sources	ADD The Cart
TH-37PX60U PANSONIC TH-37PX60U 🔯	\$1,817.00 EA	
Panasonic, the leader in high definition plasma TV, once again demonstrates its commitment to exceed expectations with its new TH-37PX60U Plasma TV, featuring integrated ATSC, QAM, and NTSC tuners and the latest Panasonic plasma panel Manufacturer: PANASONIC BROADCAST AND TELEVISION SYSTE Contractor: DVDT [GS-35F-0109R] (s)	5 days delivered ARO Additional Sources	W to Cart
TH-37PH9UK PANASONIC TH-37PH9UK 🕅	\$1,999.20 EA	
Is this the plasma youve been waiting for? Panasonic Plasma TV has set the stan dard for broadcast plasma display and home theater alike for 8 years running, and the new Panasonic TH-37PH9UK plasma TV is no exception. Unrivalled picture	5 days delivered ARO Additional Sources	ADD to Cart
Manufacturer: PANASONIC BROADCAST AND TELEVISION SYSTE Contractor: DVDT [GS-35F-0109R] (s)	PURCH	
TH-42PX60U PANSONIC TH-42PX60U 🕅	\$2,018.00 EA	
Panasonic, the leader in high definition plasma TV, once again demonstrates its commitment to exceed expectations with its new TH-42PX60U Plasma TV, featuring integrated ATSC, QAM, and NTSC tuners and the latest Panasonic plasma panel Manufacturer: PANASONIC BROADCAST AND TELEVISION SYSTE Contractor: DVDT [GS-35F-0109R] (s)	5 days delivered ARO Additional Sources	W to Cart
KDL-V32XBR1 SONY KDL-V32XBR1	\$2,061.00 EA	
Packed with the latest technology, Sonys 32" KDL-V32XBR1 BRAVIA XBR LCD Flat Pa nel HDTV features the WEGA Engine system, which delivers superb picture quality from any video source minimizing signal deterioration. Other features such as	5 days delivered ARO Additional Sources	The Cart

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## **Environmental aisle**







## **P**rice Reduction Authorization

**Instructions:** Customers are encouraged to negotiate a lower price with MAS contractors (if the volume warrants). Space is provided below for you to enter the new Unit Price. You are also required to provide the name of the contractor representative, or cite a BPA or other number which gives you authorization to lower the schedule price. This authorization will appear on the purchase order sent to the contractor. Clicking "Submit" will update the Unit Price for this item on the Shopping Cart.

NSN/Mfr. Part No.	Contractor and Phone #	Unit	Original Unit Price	New Unit Price
TH-42PD60U PANSONIC TH-42PD60U	DVDT 8889656400	EA	\$1,680.00	\$1600.00

### Authorization: Per telecon with gov sales rep, Ernie U. Bizz

**Shopping Cart** 6 items: \$3,136.45

## Checkout - Select Shipping Address

Instructions: The following Shipping Address are associated with your membership.

►Create a New Address	(	Back Submit - Continue
Address8489 GENERAL SERVICES ADMINISTRATION 7330 AUSTIN DRIVE INDIANAPOLIS, IN 46226	Individual Receiving Shipment Name: Phone: commercial, no alphas E-mail:	
Katie GSA/5FM 8022 JOSEPH COURT Breese, IL 62230	Individual Receiving Shipment Name: KATIE BUEHNE Phone: 618-526-0074 commercial, no alphas E-mail: KATIE.BUEHNE@GSA.GOV	
C Rick DNR 111 W. MAIN CHILLICOTHE, OH 45601 ►Create a New Address	Individual Receiving Shipment Name: Phone: Commercial, no alphas E-mail:	

Help on this page



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4) Click "A	Add to SI	hopping Cart". You can now proceed t	o checkout, or continue sho	pping.				TH-42PD60U
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Passwo	ord:	D Retrieve Cart	(if necessary)					
		P Retrieve care						

# GSA Advantage!\* Order History/Status Shopping Cart New search: 0 items: \$0.00 Advanced Search

## **O**rder History, Status, Cancellation, and Re-ordering

Help on this page

Order History Search Reconcile Credit Card								
View all your GSA Advantage! Orders Gol	<ul> <li>Find items ordered</li> <li>1. Search for hopper</li> </ul>							
View Ord     v Date range (MM/DD/YYYY)       from     Image: Comparison of the second	<ol> <li>Which field should we search in?         <ul> <li>NSN/Mfr Part No.</li> <li>Item Name</li> <li>Contractor</li> </ul> </li> <li>Enter order date range (optional) MM/DD/YYYY         from         <ul> <li>from</li> <li>main</li> </ul> </li> </ol>							
View a specific order (Enter a PO #, Requisition #, or a Session #)	4. Gol							





## www.gsaelibrary.gsa.gov (also linked at GSA*Advantage!* and eBuy)

# GSA Schedules e-Library

- ✓ GSA Schedule/GWAC contractor database
- ✓ Up-to-date contractor information
  - New contractors uploaded nightly
- All product/service categories underneath the GSA Schedules & GWAC programs
- ✓ GSA Schedule contract clauses available
- Link to the GSA Schedule solicitation

# www.gsaeLibrary.gsa.gov

		GSA e-Buy   GSA Advantage
GSA Schedules e-Library	Home Federal Supply Schedule Listing Basic S	Schedule Ordering Guidelines Help
Welcome Schedules e-Library is your source for the latest GS/ contract award information. Schedules e-Library is u information!	A and VA Federal Supply Schedul nd GWAC updated daily to provide you with latest award	Quick Schedule Go to 899
Search enter Keywords, Contract Number, Contract waste management in all View an Alphabetical Listing of ava	or/Manufacturer Name, Schedule/SIN/GWAC Number the words <b>Search</b> ilable Contractors (a-z)	Governmentwide Acquisition Contracts (GWAC) GWAC Total Solutions saves you time and money View all GWACs
view an Aphabetical Listing of ava		State and Local Governments
Category Guide  Fall/Winter  Disaster Relief Homeland Security IT Solutions & Electronics Law Enforcement, Fire, & Security Recreation & Apparel Tools, Hardware, & Machinery Vehicles & Watercraft  e-Library News  Responsiveness   ENVIRONMENTAL SERVICE When the success of your mission includes respond of Environmental Services Schedule 899. Planning, w Compliance, training, hazardous materials managem Environmental Services Schedule 899 provides acce keep your agency procurement on schedule and on www.gsa.gov/environmentalservices.	<ul> <li>Building &amp; Industrial</li> <li>Furniture &amp; Furnishings</li> <li>Hospitality, Cleaning, &amp; Chemicals</li> <li>Laboratory, Scientific, &amp; Medical</li> <li>Office Solutions</li> <li>Services</li> <li>Travel &amp; Transportation Solutions</li> <li>Wildland Fire &amp; Equipment</li> </ul>	Cooperative Purchasing FURCH Section 211 of the E- Government Act of 2002 enables states and localities to purchase IT products, services, and support equipment from Federal Supply Schedules. View authorized vendors Cooperative Purchase FAQ Disaster Recovery Purchasing Section 833 of the National Defense Authorization Act allows state and local governments to purchase products and services to facilitate recovery from a major disaster. View participating vendors Disaster Recovery Purchasing FAQ
GSA Federal Supply Schedules Find out more about the GSA Schedules (Multiple Award Schedule) Program	VA Federal Supply Schedules For more information about the VA Schedules Program	ATTENTION Schedule Partners If you currently have an MAS contract under schedule 70 or 75, please <i>click here</i> for an important message.



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A Schedules e-L	Library Search Res	ults Summary - Microsoft Internet Explorer
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Search Re Search Criteri	alts Summary ia: waste man	more specific categories
Descri	iption mat	icnes
Source	Description	
03FAC	FACILITIES	MAINTENANCE AND MANAGEMENT
	SERVICES D	DEPARTMENT
	Category	Description
	811 004	Electrical, and all Utility Services limited to Facility Maintenance - Service includes all labor, materials, tools, equipment and supervision necessary to supply and deliver firm uninterrupted electrical energy, and Utility Services necessary to meet the Government's needs, resulting contracts could be responsible for the operation, maintenance, repair, future upgrades, and future utility system replacements labor, materials, tools, and equipment necessary to own, maintain and operate the utility system(s) shall manage the maintenance, repairs, replacement, etc., of the system(s) to ensure continuous, adequate, and dependable service for each Government or tenant. Including, Electrical, Telephone, Gas and Water Utility Service, Drinking water and Waste Water Services. Procurement of natural gas and/or electricity and other energy related services refer to the Energy Management Schedule.
56	BUILDINGS	AND BUILDING MATERIALS/INDUSTRIAL SERVICES AND SUPPLIES
	FSC 54 - Ał	bove Ground Storage Tanks/Systems, Fuel Dispensing Units and Fuel Management Systems
	Category	Description
	361 23	Above Ground Storage Tanks and/or Systems - <b>Waste</b> Oil - including Parts & Accessories (SET ASIDE FOR SMALL BUSINESS)
899	ENVIRONME	NTAL SERVICES
	Category	Description
	899 4	Waste Management Services - Contractors shall provide operational service, advice, or guidance in support of agencies- Waste Management Services. Examples include, but are not limited to: Data Collection, Feasibility or Risk Analysis; RCRA/CERCLA Site Investigation; Hazard and/or Non Hazardous Exposure Assessments; Waste Characterization and Source Reduction Studies; Review and Recommendation of Waste Tracking or Handling Systems; Waste Management Plans and/or Surveys; Waste Minimization/Pollution Prevention Initiatives; Review of Technologies and Processes Impacting Waste Management; Management, Furnishing or Inventory of Material Safety Data via CD, Internet, Facsimile, Mail or other Media; Development of Emergency Response Plans
	900 F	
	8AA 2	Reclamation, Recycling & Disposal Services - Services include, but are not limited to: Establishment and/or operation of <b>waste management</b> and/or recycling systems to include <b>waste</b> collection, reuse assessments, inventory, destruction, inventory transfer and/or disposal after compliance with GSA Office of Personal Property <b>Management</b> requirements outlined in Federal <b>Management</b> Regulations 101-42, 102-36, and 102-37 (as applicable). Types of <b>waste management</b> and/or recycling systems include, but are not limited to: Excess Inventory; Surplus Inventory; <b>Management</b> and oversight of HazMat disposal operations; Confiscated Materials; Electronic Equipment; Batteries; Chemicals; Solids; Biological matter; Cathode Ray Tubes (CRTs); and <b>Waste</b> Minimization/Pollution Prevention initiatives. These efforts do not include transportation and/or disposal of radioactive <b>waste</b> . No remediation efforts are associated with this SIN.

🚰 GSA Schedule e-Library Schedule Details - Microsoft Internet Explorer	_ 8 ×
File Edit View Favorites Tools Help	
GSA e-Buy   GSA Advar	ntage 🔺
GSA Schedules e-Library Home Federal Supply Schedule Listing Basic Schedule Ordering Guidelines	Help
Search: all the words	Go
Schedule Details For general schedule questions, contact: Phone: 1-800-241-RAIN E-mail: environmental@gsa.gov Click Here to try GSA events	dors? -Buy
899 ENVIRONMENTAL SERVICES	
Category Description	
899 4 Waste Management Services Contractors shall provide operational service, advice, or guidance in support of agencies- Waste Management Services. Examples include, but are not limited to:	

Data Collection, Feasibility or Risk Analysis; RCRA/CERCLA Site Investigation; Hazard and/or Non Hazardous Exposure Assessments; Waste Characterization and Source Reduction Studies; Review and Recommendation of Waste Tracking or Handling Systems; Waste Management Plans and/or Surveys; Waste Minimization/Pollution Prevention Initiatives; Review of Technologies and Processes Impacting Waste Management; Management, Furnishing or Inventory of Material Safety Data via CD, Internet, Facsimile, Mail or other Media; Development of Emergency Response Plans

 BROWSE>> A B C D E F G H I J	KLN	1 N O P Q R	s т u v w	хү	Z			NEXT	
1 - 50 of 467 contractors  Download all contractors for this Category (Excel)					Display: Al Sr W	I Socio-I nall Bus oman Ov	Economic iness wned Busi	Indicators	
Contractor		Contract #	Phone		SI	BA Certif	ied HUBZ	one Firm	
A H ENVIRONMENTAL CONSULTANTS IN	RECOV	GS-10F-0034K	(757)873-4959		NEWPORT NEWS , VA	2/ 3/ 33		GSA Advantage!	
ABT ASSOCIATES INC	DISAST RECOV	GS-10F-0146L	(617)349-2857		CAMBRIDGE ,MA	0		GSA Advantage!	
ADELANTE CONSULTING, INC	DISAST	GS-10F-0601P	(505)920-4150		SANTA FE ,NM	s/w		GSA Advantage!	
ADVANCED ENGINEERING DESIGN INC		GS-00F-0005T	(301)683-2112		HYATTSVILLE ,MD	s/d/8a		GSA Advantage!	
ADVANCED ENVIRONMENTAL SERV INC		GS-10F-0039S	(800)850-8680		MISSION VIEJO ,CA	s/w			
ADVANCED GEOSERVICES CORPORATION		GS-00F-0035P	(610)840-9100		WEST CHESTER ,PA	0		GSA Advantage!	
ADVANCED TECHNOLOGIES AND LABORA	DISAST RECOV	GS-10F-0032K	(301)515-6785		GERMANTOWN ,MD	0		GSA Advantage!	
ADVENT ENVIRONMENTAL INC	DISAST	GS-10F-0365N	(843)388-1851			s/d/8a		Advantanal	

File Edit	View Favorites Tools Help										<b>R</b>
	GSA e-Buy   GSA Advantage										
gsa <mark>Sc</mark>	chedules e-Library			Home Fe	ederal Su	pply Schedule Listing	Basic Sch	edule O	rdering Guidelir	nes Help	
						Search	:		all the words	. Go	
Contractor Information						(Vend	ors) How to c	hange yo	our company info	ormation	-
Contract #: GS-10F-0034K Contractor: A H ENVIRONMENTAL CONSULTANTS IN			ANTS IN			Socio-Economic	Small bu SBA Cert SBA Cert	isiness iified Sma iified 8(a)	all Disadvantage ) Firm	ed business	
Phone: E-Mail: Web Ad	NEWPORT NEV (757)873-4959 smcnamara@a dress: http://www.a	VS, VA 23606-44 9 henv.com henv.com	22			Govt. Contracting Of BRAD E. DEMERS Phone: 253-931-71 E-Mail: brad.demers	fficer: 96 :@gsa.gov				
Source	Title	Contract Number	Contract T	erms & Condit	ions	Contract End Date	Category		View Items A	Available	
899	ENVIRONMENTAL SERVICES	GS-10F-0034K				Oct 2, 2009	899 1	DISAST RECOV	GSA Advan	itage!	
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# **GSA e-Buy** www.eBuy.gsa.gov (also linked at GSAAdvantage! and e-Library)

# What is e-Buy?

**e-Buy** is an online Request for Quotes (RFQ) tool that allows Federal buyers to obtain quotes and issue orders for products and services offered by sellers on the GSA/VA Multiple Award Schedules (MAS) programs and Governmentwide Acquisition Contracts (GWACs).



# Use e-Buy to...

- Determine which contractors can meet your specific needs...
  - Ability to send Requests for Information (RFIs) electronically to GSA Schedule/GWAC contractors
  - Ability to attach documents specifying requirements
  - Progress electronically from RFI to Request for Quote (RFQ)



# Use e-Buy for...

- Services
- High quantity or dollar purchases where you are seeking a further discount from contract pricing
- Purchases with complex requirements
- Determining sources of supply
- Receiving quotes on Blanket Purchase Agreements

GSA e-Buy	***	GSA Advantage	Log off	
Home	Prepare an RFQ	My RFQs	Profile	
Welcome Joe Buyer Messages No messages at this time	Buyers Prepare an Online Step 1. Assign Category & Sele	Request For Quote (RF ect Vendors	<b>Q)</b>	you are looking for you must first find the product or service catego
RFQ Finder Quickly retrieve an RFQ or retrieve an RFQ forwarded to you by another user. RFQ (enter only the number, i.e. 1290)	that best matches your requiremer keywords use general terms. The s selected will have access to your I GSA GWAC contract vehicles have your IT requirements. GWACs have use. For more details about GWACs For a complete listing of multiple a	nt. To do this, simply enter k search results will provide the RFQ or RFP, and may quote ( been added to e-Buy. These competition requirements th s, visit the GSA Governmentv ward schedules or GWACs, c Search Copier Services	eywords that des e categories that certain exceptior e contract vehicle nat differ from MA wide Acquisition C lick on the links b	cribe what you are looking for in the "Search" box. When entering match your search criteria. Vendors listed under the category(s) is for some GWACs). es provide high quality, state-of-the-art, total integrated solutions f S contracts and a delegation of authority is required prior to their ontracts (GWACs) website. elow.
	GSA Multiple Award Schedules View MAS listing		GS#	A Governmentwide Acquisitions Contracts View GWAC listing
	<b>}</b> ∈	e-Buy Guidance		► e-Buy Training

Send questions or comments to gsa.Advantage@gsa.gov or contact us at 1-877-472-3777



#### Search Criteria: Copier Services

#### View Federal Supply Schedule Listing

Instructions: The following categories contain matches for the keywords entered. Select a "Category" that meets the criteria of your requirements. You will then be able to select the vendors you would like to notify about your RFQ. If you are unsure which category to choose, you may select multiple categories.

Source	Description	
36	THE OFFICE, IMA (SHREDDERS) IS	GING AND DOCUMENT SOLUTION (SINS 19 1, 19 100, 20 130, 20 130, 20 316, 20 320, 262 53 ARE NOW ON SCHEDULE 67; AND 51 224 NOW ON SCHEDULE 75, SIN 75 200)
	Category	Description
	▶ 51 100C	Cost-per-Copy Plan for Copiers (to include Analog, Digital, Multifunctional & Engineer Copiers) - This SIN includes cost-per-copy plans; the customer identifies the guaranteed minimum number of copies required per month and the required functional capability of the <b>copier</b> equipment. As necessary to satisfy the customer's requirements, the contractor provides the required copier equipment, including accessories, attachments, copy-control devices and systems, all consumable supplies (except copying paper and transparency films), and full-service maintenance including repair parts. The customer pays a fixed monthly fee based on the customer's guaranteed minimum number of copies per month. For copies over the guaranteed minimum, the customer pays an additional fee for each copy made.
	▶ 51 100F	Flat Rate Monthly Fee Copying Plan For Copiers - This SIN includes flat-rate monthly-fee plans; the customer identifies the approximate number of copies required per month (i.e., monthly volume level) and the required functional capability of the copier equipment. As necessary to satisfy the customer's requirements, the contractor provides the required copier equipment, accessories, attachments, copy-control devices and systems, all consumable supplies (except copying paper and transparency films), and full maintenance services including repair parts. The customer pays a flat-rate monthly fee for copier, regardless of the number of copies made each month.
	<b>,</b> 51 208	Maintenance Service Agreement For all Other Equipment Repair, replacement, and spare parts for equipment other than copiers, including their associated accessories and attachments A maintenance service agreement consists of preventative and repair (remedial) services. Preventative consists of those scheduled service calls necessary to maintain the equipment in first-class operating condition (e.g., cleaning, lubricating, adjusting, and replacing parts when needed). Repair (remedial) service consist of those unscheduled service calls necessary for repairs not caused by fire, water, accident, fluctuations in electrical power or the customer. The maintenance service agreement includes the cost of labor, replacement parts, and supplies (excluding expendable operating supplies). In the event the Government's equipment requires initial repair or overhaul prior to acceptance by the contractor for coverage under a maintenance service agreement, the charges for such repairs, including replacement parts and labor, will usually not be covered under the initial maintenance service agreement. In addition, charges for labor and replacement parts for complete rebuilding or overhauling of the Government's equipment are usually not included in the maintenance service agreement.
	▶ 51 501	Needs Assessment and Analysis Services - Needs assessment and analysis services provide professional support in analyzing and developing customer's required capabilities. Based on the customer's overall objectives, the contractor conducts a comprehensive need assessment and analysis of the customer's objectives (e.g., required platforms, operating systems, user interfaces, network support, application software, equipment requirements, specific equipment including application software meeting the required equipment and software, consumable supplies and replacement items, training, and required processes, procedures, and controls. In addition, the contractor provides recommendations for acquiring a wide spectrum of equipment offered herein (e.g., document management systems, digital cameras, photographic equipment, laboratory imaging systems, mailroom machines and mailmobile delivery systems binding equipment) and services (e.g., purchases, lease (e.g., UTOP and Operating), rentals, conversion of rentals to purchase, leasing, cost-per-copy, flat-rate monthly fee, document production outsourcing, document conversion, educational and training, destruction, litigation), a milestone schedule for acquiring and deploying the recommendations contained in a needs assessment and analysis report. NOTE 1: Needs assessment and analysis services are usually employed for complex systems/equipment for which the customer needs professional assistance in acquiring a dearer and more comprehensive understanding of the total requirements (e.g., laboratory imaging systems, mailmobile systems, copiers and/or duplicators having multiple and/or unique operational and maintenance requirements which are located in diverse locations), the schedule requirements, and projected risks and costs. NOTE 2: When the contractor conducts a limited review and provides recommendations (i.e., similar to what is normally provided at no cost to commercial and/or government potential customers), then the extensive needs assessment and analysis services a
	<b>,</b> 51 503	Education and Training Support Services - Education and training support services provide the customer with a comprehensive knowledge (e.g., operational capabilities, user-training, maintenance training, repair techniques) of products offered herein (e.g., color copiers, computer-enhanced copiers, special-application copiers, multi-functional digital copiers, duplicators, high-speed printers, scanners, digital cameras, software applications, photographic laboratories, shredding machines, mailmobile delivery systems, media storage, network and optical systems), procedures, processes, and applications. Services may include (e.g., destruction, document conversion, records management and photographic) Training may be offered in various forms: (e.g., onsite/offsite, CD ROM based training, interactive on-line training). Note: Training of personnel that is required to be provided at initial installation or during the course of the contract and training that is normally provided



## $S_{tep \ 1. \ Assign \ Category \ \& \ Select \ Vendors}$

Instructions: Listed below are vendors who currently have contracts under the Category you selected. Place a "check" next to the vendors whom you would like to quote on your RFQ. The vendors you select will receive an e-mail notice inviting them to quote on your requirements. You may request a quote from any or all vendors listed. In order to satisfy FAR requirements, you should request quotes from at least three (3) vendors (if available). Remember, vendors are not required to submit a quote.

#### 36 THE OFFICE, IMAGING AND DOCUMENT SOLUTION

Category		Description				
51 100C Cost-per-Copy Plan for Copiers (to include Analog, Digital, Multifunctional & Engineer Copiers)						
<b>12</b> co	ntracto	rs are available.		6	Submit	
□ Se	elect all	vendors		Display: All Business types Small Business SBA Certified 8(a) Firm		▲ <b>Go!</b> ▼
				Hold the 'Ctrl' key to select all	that apply	
	Vendo	r >	City, State	Business Type	Text File	Web page
X	CANON	I U.S.A., INC	ARLINGTON , VA	Other than Small Business		1
X	DANKA	HOLDING COMPANY	SAINT PETERSBURG , FL	Other than Small Business		ß
X	GHOLK	(AR'S INC	VICTOR , NY	Small Business		ß
X	JPMOR	GAN CHASE BANK, NATIONAL AS	ROCHESTER , NY	Other than Small Business		1
X	KONIC	A MINOLTA BUSINESS SOLUTION	ARLINGTON , VA	Other than Small Business		2
	NRG I	NTERNATIONAL	GUERNSEY ,	Other than Small Business		1
	OCE N	ORTH AMERICA, INC.	CHICAGO , IL	Other than Small Business		ß
	PAGE A	AFTER PAGE BUSINESS SYSTEMS	WASHINGTON , DC	Small Business Women Owned business		ß
	PANAS	ONIC CORPORATION OF NORTH A	SECAUCUS , NJ	Other than Small Business		2
	PEAK T	TECHNOLOGIES INC	COLUMBIA , MD	Other than Small Business		2
	RICOH	AMERICAS CORPORATION	CALDWELL , NJ	Other than Small Business		2
	SHARP	ELECTRONICS CORPORATION	MAHWAH , NJ	Other than Small Business		ß

isa e-Buy		GSA Advantage	Log off
Home	Prepare an RFQ	My RFQs	Profile
~			

#### Step 2. RFQ Information

Instructions: Please enter your RFQ information below. If necessary, you may attach supporting documentation, such as statements of work, proposals, etc., by clicking on "Attach Documents". You should also include any criteria you may use to evaluate quotes.

Reminder: In order to satisfy FAR requirements, you should request quotes from at least three (3) vendors for orders exceeding the micro-purchase threshold.

Categories Selected:						Vendors selected	Remove Category
36 :51 100C						5	8
Add Category							
RFQ ID	Check if you are seeking sources of information only.	Reference #	ign an internal refe	erence or cor	ntrol number to yo	our RFQ. T	'his
RFQ67588		Inditiber off appear to sellers.					
RFQ Title (ex. Consulting services; Office sup	plies)						
Enter an RFQ title							
Delivery: (							
O Deliver days After Receipt of	i Order (ARO) (Products)						
<ul> <li>Date of Award to Date of Completion</li> </ul>	JN (Services)						
O Period of performance:	Y Y through Y	<ul> <li>(Services)</li> </ul>					
Line Items (Enter specific line items below)							
Mfr. Part/Item #	Manufacturer	Product/Service Name	Qty	Unit	Ship Address	Cha	nge
For products					(1)	Cha	nge
					(1)	Cha	nge
					(1)	Cha	nge
Add Additional Items							

Description (Include a detailed description of services and products required, and any evaluation criteria). Click here for more info on ordering procedures for Services.

Enter a description, state "See attached SOW/ document", cite evaluation criteria (i.e., Small Business preference), etc.

RFQ67588	Check if you are seeking sources or information only.	Reference # OPTIONAL - use as needed to as: number will appear to sellers.	sign an internal ref	erence or c	ontrol number to you	ur RFQ. This
RFQ Title (ex. Consulting services; Office supp	olies)					
Copier Services						
Delivery: (specify delivery expected) <ul> <li>Deliver</li> <li>Deliver</li> <li>days After Receipt of</li> <li>Date of Award to Date of Completic</li> </ul>	Order (ARO) (Products)	(Samiraa)				
ine Items (Enter specific line items below)		(Services)				
Mfr. Part/Item #	Manufacturer	Product/Service Name	Otv	Unit	Ship Address	Change
					(1)	Change
					(1)	Change
					(1)	Change
Add Additional items Description (Include a detailed description of s Please see attached document.	services and products required, and any evaluatio	n criteria). Click here for more info on	ordering procedure	s for Servic	es.	
Attached Documents: (You may attach a St Attach Documents Shipping Address (1) GSA GSA AGENCY 2200 HOLIDAY DRIVE SUITE 800 ARE INGTON, VA 22202	atement of Work or additional documentation as	needed)				
Edit Shipping Address						





### Add Attachments to RFQ

Instructions: You may attach a statement of work or additional documents to the RFQ as needed. Each document must be less than 5MB in size.

No documents attached





## Add Attachments to RFQ

Instructions: You may attach a statement of work or additional documents to the RFQ as needed. Each document must be less than 5MB in size.

No documents attached



Home	Prepare an RFQ	My RFQs	Profile		
struction Please review ck on "Say to Draft", ou may forward this RFQ	w your RFQ below. If you need to modi to another person (via email) after sele	fy the RFQ, click the 'k'	button. If y wish to	save this , withou	L Cancel RF
Select the day your i	RFQ will close: Sat, Oct 9, 2006	Time: 3:00 v pm v(all	en). times are Eastern)		
Q67588		Reference #			
FQ Title opier Services		Delivery From Date of Av	vard to Date of Complet	ion	
ne Items Ifr. part No/NSN/Item	Manufacturer	Product/Service Name	Qty	Unit Ship	Address
ease See Attached Doc ttached Documents: ppier Services Attachm	<ul> <li>All sellers, whom y email notification a</li> <li>In addition, the RF</li> </ul>	were selected, w about the RFQ. Q will be posted	ill now receive for viewing b	e an y all	
ipping Address (1) GSA GSA AGENCY	sellers under that	specific categor	y. (Remember	Section	

Back Save to Draft Submit RFQ

Cancel RFQ

GSA e-Buy	Prepare an RFO	GSA Advan My RFOs	tage Log off Profile	
Welcome Joe Buyer Messages No messages at time RFQ Finder Quickly retrieve an RFQ or retrieve an RFQ forwarded to you by another user. RFQ Context Con	Buyers Prepare and Step 1. Assign Category Instructions: In order to id that best matches your red keywords use general terms selected will have access the GSA GWAC contract vehicle your IT requirements. GWA use. For more details about For a complete listing of more	Online Reques or Quote ( y & Select Vend dentify vendors who supply the p quirement. To do this, simply ent s. The search results will provide o your RFQ or RFP, and may quo es have been added to e-Buy. T Cs have competition requirement : GWACs, visit the GSA Governm ultiple award schedules or GWAC Search:	RFQ) products or services er keywords that de the categories that ite (certain exception hese contract vehic ts that differ from N entwide Acquisition s, click on the links	s you are looking for, you must first find the product or service category escribe what you are looking for in the "Search" box. When entering it match your search criteria. Vendors listed under the category(s) ons for some GWACs). cles provide high quality, state-of-the-art, total integrated solutions for MAS contracts and a delegation of authority is required prior to their Contracts (GWACs) website. below. all the words r <i>Find itt</i>
	GSA Multiple Award Schr View MAS listing	edules	G	SA Governmentwide Acquisitions Contracts View GWAC listing
		▶ e-Buy Guidance		► e-Buy Training

Send questions or comments to gsa.Advantage@gsa.gov or contact us at 1-877-472-3777

# Modifying a previously-submitted, still-open RFQ...

- C Duy				
Home	Prepare an RFQ	My RFQs	Profile	
$R_{FQ Summary}$				

Instructions: The RFQ has now been posted. All contractors whom you selected have now been notified, via email, of your requirments. You can track the progress of your RFQ by clicking on "My RFQs", then selecting the "RFQ ID" number.

			•	Forward RFQ	Modify	RFQ Cancel RFC		
5 vendor(s) were notified								
RFQ ID RFQ67588			Reference #					
RFQ Title Copier Services								
RFQ status Open		Delivery Days Deliver <b>30</b> Days After Receipt Of Order						
RFQ Issue Date 09/25/2006 02:38:35 PM EDT			RFQ Close Date 10/09/2006 03:00:00 PM EDT					
Line Items Mfr. part No/NSN/Item	Manufacturer	Product	Service Name	Qty	Unit	Ship Address		
Description Please see attached document. Attached Documents: Copier Services Attachement								
Shipping Address (1) Office Address GSA AGENCY 2200 HOLIDAY DRIVE SUITE 800 ARLINGTON, VA 22202								



## Additional Training & Assistance is Available Through your Customer Service Director

## **Richard Huston**

Minnesota/Northern Wisconsin 612.725.3828 Richard.huston@gsa.gov

Hakeem Ali Chicago/Southern Wisconsin 312.353.5531 Hakeem.Ali@gsa.gov

## **Allison Crews**

Michigan 313.317.9596 Allison.Crews@gsa.gov





Any questions?



## **Publications**

## Centralized Mailing List Service

www.gsa.gov/cmls

cmls@gsa.gov817.334.5215



# Thank you for your attention!

## **Richard Huston**

GSA Federal Acquisition Service Customer Service Director Minnesota/Northern Wisconsin 612.725.3828 Richard.huston@gsa.gov

Social Media

Directory



You

YouTube

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RSS