

# “How to Obtain a GSA Schedules Contract”

## This in-depth workshop will cover:

- The process of getting on GSA’s Schedule
- How to access government solicitations
- The most significant sections of an offer
- How to submit an offer
- The evaluation and award process

**Free admission! Seating is limited.**

**Register now at:**

**[www.gsa.gov/r2smallbusiness](http://www.gsa.gov/r2smallbusiness)**

(Go to GSA Events on the right hand side of the page and click on GSA Schedules Contract Training)

**Please be sure to review the “*Frequently Asked Questions*” document on the website above to ensure that this workshop is appropriate for your company.**

**This program is extended to the public on a nondiscriminatory basis. All small businesses in any type of industry are invited to attend.**

**To request a reasonable accommodation due to a disability, please contact either Janice Bracey at [janice.bracey@gsa.gov](mailto:janice.bracey@gsa.gov) or John Naclerio at [john.naclerio@gsa.gov](mailto:john.naclerio@gsa.gov) at least 10 days prior to the event.**

## **Date:**

Wednesday  
October 8, 2008

## **Time:**

9am-12pm  
(Please arrive at 8:30 to sign in)

## **Place:**

26 Federal Plaza  
New York City, 10278  
Enter in the  
Broadway St. pavilion

## **Room:**

3037A—30th floor.

## **PHOTO ID REQUIRED!**

**Please bring a copy of this flyer with you.**

## **Contact Information:**

### **Email:**

[R2.SBUC@gsa.gov](mailto:R2.SBUC@gsa.gov)

### **Telephone:**

212-264-8265