



Federal Strategic Sourcing Initiative (FSSI)
Office Supply Blanket Purchase Agreements (BPAs)

Frequently Asked Questions (FAQs)
Questions from Industry

1. Where do I go for more information, and whom do I contact?

Questions on the Federal Strategic Sourcing Initiative Second Generation Office Supplies (FSSI OS2) BPAs may be sent to fssi.officesupplies@gsa.gov. You may also contact Contracting Office Prince Choudhury at 212-264-3025. Please also visit the FSSI OS2 website at <http://www.gsa.gov/fssiofficesupplies>.

2. What is a FSSI Office Supplies Second Generation (FSSI OS2) BPA?

A FSSI OS2 BPA is an agreement that was established off of GSA Multiple Award Schedule 75 Contract, to enable all federal agencies to fill their repetitive needs for office supplies. Additional benefits include:

- a) Capturing economies of scale
- b) Ensuring compliance with applicable regulations or include the AbilityOne program, sustainable purchasing requirements, and the Trade Agreement Act (TAA).
- c) Fostering markets for sustainable technologies and environmentally preferable products by offering the most up-to-date items with various environmental attributes
- d) Simplifying data collection and enhancing transparency by enabling agencies to better manage spend and measure cost savings
- e) Enabling achievement of socioeconomic goals with companies of various business sizes and classifications such as small, small-women owned, small disadvantaged, small service-disabled veteran-owned, small disadvantaged women-owned, and large business.

3. Who may use these BPAs?

Anyone with a GSA SmartPay card, who works for either the federal government or the Department of Defense, can use the BPAs.

4. Are federal agencies required to purchase from the BPAs?

Many agencies have mandated that the FSSI OS2 BPAs

Some agencies have designated which BPA contractors to utilize, based on specific agency mandates. This process is done in accordance with FAR Part 8.405-3. The information is provided through your agency's FSSI representative.

5. What is the FSSI OS2 BPA Period of Performance?

The period of performance cannot exceed the period of performance of a given vendor's contract. Therefore, the BPA will expire on the expiration of the vendor's FAS contract against which the BPA is written or five years after award, whichever occurs first.

6. What are the delivery requirements?



Standard delivery is three to four business days by ground. Express, desktop, secure, and international delivery are all available, and may carry an extra fee. Orders below the minimum threshold of either \$25, \$50, or \$100 (depending on the vendor) may also carry a convenience fee.

In most circumstances, purchasing authorities and purchase cardholders can and should plan ahead for the procurement and delivery of office supplies. By doing so, the federal workforce generates two major benefits: First, we significantly decrease costs, as overnight delivery can add 10 to 20% of the cost of the item; second, by placing fewer and larger orders, we reduce our impact on the environment and streamline the process for our employees.

7. Are there multiple prices in GSA Advantage!?

No. One of the requirements of the FSSI OS2 BPA is that whenever a purchase card is used, the agency benefits from the better pricing obtained on the BPAs in the long run. To implement this requirement, the 15 BPA holders have removed their existing pricelists from GSA Advantage!, replacing them with the BPA pricing.

8. When did agencies start using the FSSI OS2 BPAs?

Early adopters of the FSSI OS2 began using the BPAs leading into and during the fourth quarter of FY 2010.

9. When did the first generation of FSSI for office supplies expire?

The first generation of FSSI for office supplies expired on August 2, 2010.

10. What are the competition requirements?

No competition is required on orders below the micro-purchase threshold of \$3,000. For orders exceeding the micro-purchase threshold, your Contracting Officer can post your requirements on GSA e-Buy system and compete among the 15 BPA holders.

11. How long are these BPAs in effect?

The BPAs are awarded for one year with three one-year option periods.

12. My company was not awarded one of the BPAs. Will be I be out of the market for the full four years?

No. The BPAs include a provision that allows for additional awards to be made in the best interests of the government. GSA anticipates that it will have periodic needs to add additional vendors, to ensure quality performance and to address increasing usage.

13. Are there subcontracting opportunities?

There are potentially subcontracting opportunities. Contact the BPA holders to ask about subcontracting opportunities.