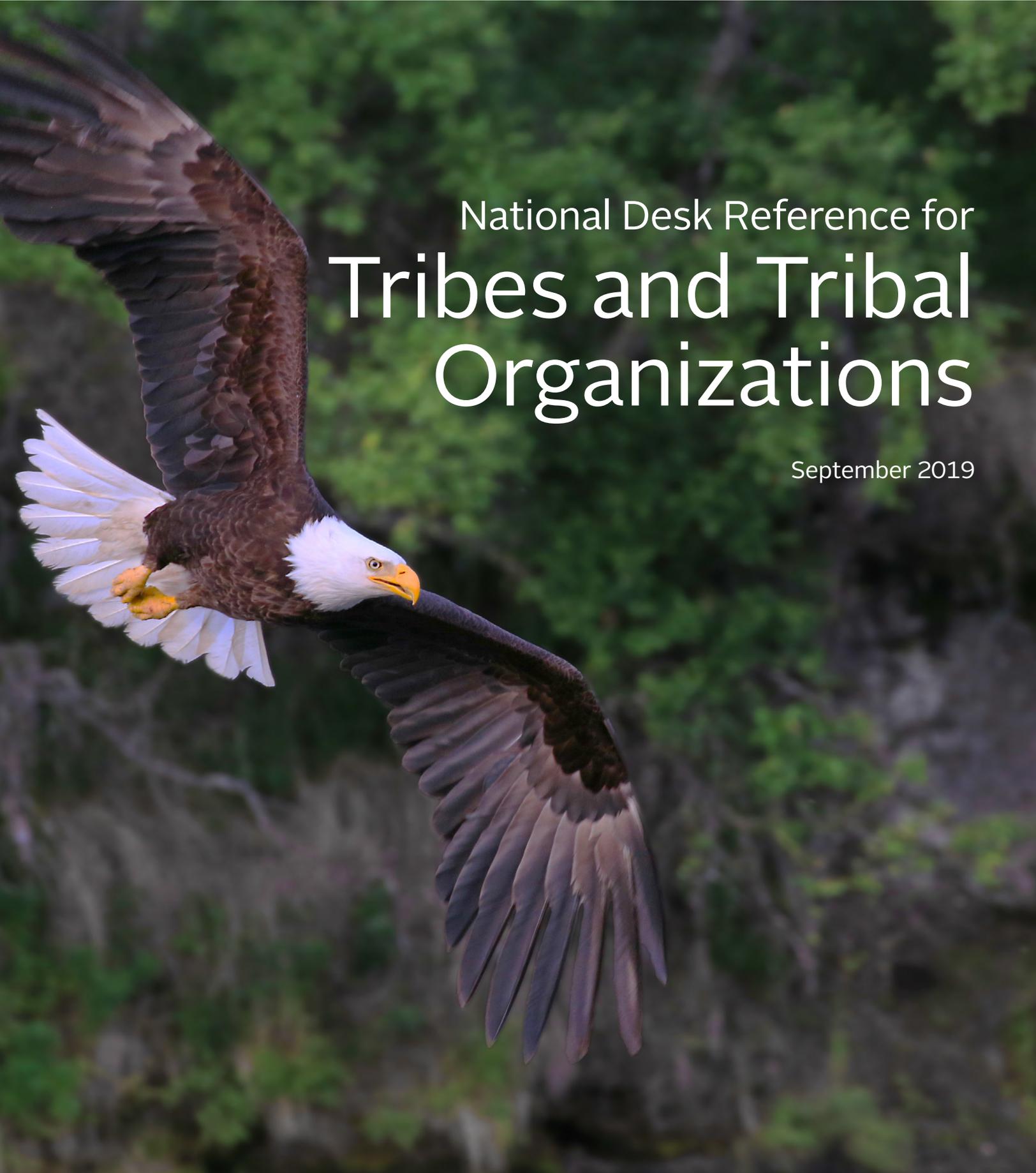




U.S. General Services Administration

A bald eagle is shown in flight, its wings spread wide, against a background of green foliage. The eagle's head is white, its beak is yellow, and its feet are also yellow. The background is a soft-focus green forest.

National Desk Reference for Tribes and Tribal Organizations

September 2019

A desert landscape at sunset. The sky is a mix of deep blue and vibrant orange, with wispy clouds. In the foreground, a large, reddish-brown rock formation features a natural archway. The ground is sandy and uneven. The overall scene is serene and dramatic.

This desk reference is organized to simplify program information and help the reader with practical guidance for successful participation with GSA programs.

Tribes and tribal organizations may be eligible to use U.S. General Services Administration (GSA) sources of supply and services. This desk reference will help you to understand the authorities you may be eligible to use in order to access GSA sources of supply and services, and it will provide you with program information, process and procedures, contact information, and eTools.

Please note: Tribes and tribal organizations need to comply with their applicable procurement policies and procedures when placing orders through GSA purchasing programs. For additional guidance and authorities, always consult with your appropriate policy and legal office.

GSA Contact Information

Inquiries concerning GSA actions and policies that affect tribes should be directed to the Office of Congressional and Intergovernmental Affairs at (202) 501-0563 or GSACongressionalAffairs@gsa.gov.

If you have questions regarding how to do business with GSA, refer to the information in this document or use the following contacts:

- Customer Service Director Network on the gsa.gov site: www.gsa.gov/csd
- National Customer Service Center (NCSC) at (800) 488-3111 or NCSCcustomer.service@gsa.gov

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Section 1: Personal Property and Non-Personal Services

ADM 4800.2I, Eligibility to Use GSA Sources of Supply and Services, provides definitions and listings of agencies and organizations authorized to use the GSA's sources of supply and services. It also provides definitive guidelines concerning eligibility requirements.

Part A: GSA Order ADM 4800.2I, Paragraph 7.d (5) Tribes and Tribal Organizations

(a) "Indian Self-Determination and Education Assistance Act (ISDEAA)"

"As provided in section 102(13) of Pub. L. 103-413 (the Indian Self Determination Act Amendments of 1994), a tribal organization, when carrying out a contract, grant or cooperative agreement under the Indian Self-Determination and Education Assistance Act, is deemed an executive agency for purposes of 40 U.S.C. § 501 (See 25 U.S.C. § 450j(k). Additionally, each Indian tribe or tribally designated housing entity and each employee of the Indian tribe or tribally designated housing entity shall have access to sources of supply on the same basis as employees of an executive agency. If the self-determination contract contains a provision authorizing interagency motor pool vehicles and related services, as provided in Section 103 of the Indian Self-Determination Act Amendments of 1994, the tribe or tribal organization is eligible to use GSA Fleet motor vehicles and related services, if available (See 25 U.S.C. § 450I). Authorization to use GSA sources of supply under the authority cited in this paragraph does not include purchases for resale unless the contract, grant, cooperative agreement, or funding agreement authorizes such activity. Information on the authority for resale must be provided to GSA, and based on that information, GSA must concur."

(b) "The Native American Housing Assistance and Self-Determination Act (NAHASDA)"

"As provided in section 101 of Pub. L. 110-411 (the Native American Housing Assistance and Self-Determination Reauthorization Act of 2008), for purposes of 40 U.S.C. § 501, each Indian tribe or tribally designated housing entity shall be considered to be an executive agency in carrying out a program, service, or other activity under a block grant pursuant to NAHASDA; and each tribe or tribally designated housing entity shall have access to sources of supply on the same basis as employees of an executive agency (see 25 U.S.C. § 4111 (j)). Authorization to use GSA sources of supply under the authority cited in this paragraph does not include purchases for resale unless the block grant authorizes such activity. Information on the authority for resale must be provided to GSA, and based on that information, GSA must concur."

Determination and Eligibility

The sponsoring/funding federal agency is responsible for issuing a letter in which it determines the status of a tribe, tribal organization, or tribally designated housing entity and identifying, as applicable, whether the tribe or tribal organization is the recipient of a contract, grant, or cooperative agreement under the ISDEAA [25 U.S.C. § 450j(k)] or whether the tribe or tribally designated housing entity is the recipient of a block grant pursuant to NAHASDA [25 U.S.C. § 4111(j)]. Once GSA receives the letter and determines that the tribe, tribal organization, or tribally designated housing authority is eligible to use GSA sources of supply under 40 U.S.C. § 501 and/or 40 U.S.C. § 502, as applicable, the sponsoring/funding federal agency is responsible for requesting an Activity Address Code (AAC).

Sponsoring/funding federal agencies:

- ❖ U.S. Department of the Interior Bureau of Indian Affairs (BIA)
- ❖ U.S. Department of Health and Human Services Indian Health Service (HHS)
- ❖ U.S. Department of Housing and Urban Development (HUD)

Note: If a tribe or tribal organization receives funding from multiple federal agencies, each sponsoring/funding federal agency must undergo the above-referenced process. Tribes, tribal organizations, and tribally designated housing entities may have multiple AACs.

GSA Programs available to Tribes, Tribal Organizations, and Tribally Designated Housing Entity via NAHASDA and ISDEAA

GSA Global Supply™ Program

GSA Global Supply provides easy and flexible requisition-based ordering for office supplies, tools, computer products, safety gear, and more. Before offering products to its customers, GSA Global Supply conducts competitive procurements to ensure compliance with the Federal Acquisition Regulation (FAR) and other relevant mandates. With procurement complete and compliance guaranteed, customers can confidently place simple requisitions with GSA Global Supply for desired items without having to solicit comparison prices from multiple sources. Since this is a requisition and not a procurement action, American Indian and Alaska Native preference does not apply. GSA requires an AAC. To learn about the GSA Global Supply program, visit www.gsa.gov/globalsupply.

Governmentwide Acquisition Contracts (GWACs) Program

A GWAC is a pre-competed, multiple-award indefinite-delivery/indefinite-quantity (IDIQ) contract that agencies can use to buy total IT solutions. To learn about the GWACs program, visit www.gsa.gov/gwacs.

Information for Alaska Tribes and Tribal Organizations

GSA Global Supply has a walk-in store in Alaska that functions as a base supply store. The store provides walk-in access for a wide array of products and offers a variety of ordering methods and payment options (Note: GSA Global Supply store will shift to a new business model in the near future). To view the most current store information, visit www.gsa.gov/globalsupply.

Multiple Award Schedules Program

GSA establishes long-term governmentwide contracts with commercial firms to provide access to millions of commercial products and services at volume-discount pricing. These are known as Multiple Award Schedules (MAS), Federal Supply Schedules, and Schedules. To learn about the GSA Multiple Award Schedules program, visit www.gsa.gov/schedules. GSA also created a manual to assist you; click on “MAS Desk Reference.”

Network Services and Telecommunications Programs

Enterprise Infrastructure Solutions (EIS) is the go-to contract for enterprise telecommunications and networking solutions.

Networkx allows federal agencies to build seamless and secure operating environments through customized telecommunications services.

SATCOM offers commercial satellite communications services to help federal, state, local, and tribal governments maintain essential, secure communications where no wire line or wireless infrastructure exists.

Connections II offers secure telecommunications equipment, labor, services, and solutions for an infrastructure, building, or campus.

Enterprise Mobility offers a centralized source for wireless service plans, devices, and infrastructure support.

Local Telecommunications Services provides federal agencies a full range of first-mile/last-mile telecommunications products, services, and solutions.

Federal Relay (FedRelay) provides telecommunications services to federal agencies and tribal governments to conduct official business with individuals who are deaf, hard of hearing, or have speech disabilities.

For more information, visit www.gsa.gov/networkservices.

GSA SmartPay® Program

The GSA SmartPay program remains the largest government payments program in the world, serving more than 350 federal agencies, organizations, and Native American tribal governments. The program offers four business lines of charge card solutions, including Purchase, Travel, Fleet, and Integrated. To learn more about the GSA SmartPay program, visit www.smartpay.gsa.gov.

Information on eligibility determination and program application for tribes and tribal organizations can be found at smartpay.gsa.gov/content/about-gsa-smartpay#a2.

Travel Programs

The GSA Travel Program provides integrated travel services that are used by more than 100 agencies and bureaus and thousands of travelers each week. Programs include the Airline City Pair Program (discount airline program) and FedRooms® (hotel program offering rates at or below per diem). GSA SmartPay Travel Card is required; see GSA SmartPay program. To learn more about the GSA Travel Program, visit www.gsa.gov/travel.

Vehicle Buying Program (This program is not a Federal Supply Schedule)

Each year, GSA leverages the government's buying power to purchase more than \$1 billion in high-quality vehicles and state-of-the-art equipment from original equipment manufacturers (OEMs) at significant savings for eligible agencies.

AutoChoice™ is a robust, online tool that allows customers to choose and compare vehicle makes, models, and prices. Ordering through AutoChoice is limited to federal government executive agencies and other eligible users. GSA requires an AAC and a letter from the sponsoring/funding federal agency that indicates the tribe or tribal organization is authorized to purchase vehicles. Once these are obtained, email vehicle.buying@gsa.gov with your AAC, letter from sponsoring/funding federal agency, and vehicle specifications. To learn more about the GSA Vehicle Buying Program, visit www.gsa.gov/automotive.

Vehicle Leasing Program

This program is not available under Native American Housing Assistance and Self Determination Act (NAHASDA). Since 1954, GSA Fleet has provided quality vehicles and efficient, economical fleet-management services to more than 75 participating eligible agencies. The GSA Fleet includes automobiles; buses and ambulances; and light, medium, and heavy trucks and passenger vans. GSA requires a Billing Office Address Code (BOAC) needed for leasing. To learn more about the GSA Vehicle Leasing Program, visit www.gsa.gov/fleetleasing. (Click on [GSA Fleet – Vehicle Leasing](#) for information.)

Part B: GSA Order ADM 4800.2I, Paragraph 7.d (6) Use of Certain Federal Supply Schedules by State or Local Governments

“State and local governments have access to GSA sources of supply, as detailed below. State or local government, defined at 40 U.S.C. § 502(c)(3), includes any state, local, regional, or tribal government, or any instrumentality thereof (including any local educational agency or institution of higher education). In any case of the use by a state or local government of a Federal Supply Schedule, participation by a firm that sells to the Federal Government through its Federal supply schedule contract shall be voluntary with respect to a sale to the state or local government under that contract.”

GSA Programs Available to State and Local Governments

Cooperative Purchasing Program

Pursuant to 40 U.S.C. § 502(c), the GSA Administrator may provide for the use by state or local governments of IT Schedule 70 and GSA Multiple Award Schedule 84 for supplies and services available under those Federal Supply Schedules. To learn more about the Cooperative Purchasing Program, visit www.gsa.gov/cooperativepurchasing. (Click on “Cooperative Purchasing FAQ” for other useful information.)

Disaster Purchasing Program

As provided in 40 U.S.C. § 502(d), the GSA Administrator may provide for the use of Federal Supply Schedules by state and local governments for the purchase of products and services to be used to facilitate recovery from a major disaster declared by the president under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, to facilitate disaster preparedness or response, or to facilitate recovery from terrorist, nuclear, biological, chemical, or radiological attack. To learn more about the Disaster Purchasing Program, visit www.gsa.gov/disasterpurchasing. (Click on “Disaster Purchasing FAQ” for other useful information.)

1122 Program

The 1122 Program (which is owned and managed by the Department of Defense) allows states, units of local government, and tribal governments access to federal sources of supply to purchase equipment to support counter-drug, homeland-security, and emergency-response activities.

To learn more about the 1122 Program and see the states currently participating, along with their corresponding certified State Points of Contact (SPOCs), visit gsa.gov/1122program.

Public Health Emergencies Program

State, local, territorial, and tribal governments may access Federal Supply Schedules as authorized users for goods and services when expending federal grant funds in response to Public Health Emergencies (PHEs) declared by the Secretary of Health and Human Services under section 319 of the Public Health Services Act, codified at 42 U.S.C. § 247d. To learn more about the Public Health Emergencies Program, visit www.gsa.gov/stateandlocal and click on “Schedules Access for Federal Grantees during Public Health Emergencies.”

Section 2: GSA Excess and Real Property

GSA Programs

Computers for Learning (CFL) Program

The CFL Program assists federal agencies to meet the requirements of Executive Order (E.O.) 12999, “Educational Technology: Ensuring Opportunity for All Children in the Next Century.” The E.O. directs agencies, to the extent permitted by law, to give highest preference to schools and educational non-profit organizations intended for pre-kindergarten through grade 12. Federal agencies may transfer to educational institutions, through gift or donation, computers and related peripheral equipment excess to their needs. To learn more about the CFL Program, visit www.gsa.gov/computersforlearning.

Personal Property Excess Utilization Program

This program applies to federally recognized tribes. GSA helps federal agencies dispose of personal property that is no longer needed. Once personal property has been deemed excess, GSA helps other federal agencies acquire these items. Federally recognized tribes will work with the BIA to request property determined to be excess to an agency. BIA is authorized to request a transfer of excess personal property from GSA if BIA determines that the property may assist tribes in carrying out a contract under the ISDEAA.

Federal Surplus Personal Property Donation Program

This program applies to state-recognized tribes. The Federal Surplus Personal Property Donation Program helps certain non-federal organizations to obtain personal property the federal government no longer needs. Each state establishes a [State Agency for Surplus Property \(SASP\)](#) to distribute federal surplus property to public agencies of state, local, and state tribal governments, and eligible non-profit organizations mostly related to health or education purposes. The SASP requests property on behalf of the donees and redistributes the property within the state. To learn more about the Federal Surplus Personal Property Donation Program, visit www.gsa.gov/propertydonations.

Real Property Transfers

GSA's Office of Real Property Utilization and Disposal handles disposition of excess and surplus real property for federal agencies under 40 U.S.C. § 101, et seq. Real property (land and improvements) that a federal agency no longer has a mission need for is reported excess to GSA for disposal. Some agencies have their own authority to dispose of real property and may not report property to GSA for disposal. The first step in the disposal process is to screen the excess real property for other federal agency needs. Agencies have 30 days to let GSA know, in writing, of their interest in the property. Because of the short screening period, it is important that the tribes let BIA and GSA know of their interest in real property as soon as they are aware that the property going to be reported excess. The BIA is authorized to request a transfer of excess real property from GSA if BIA determines that the property may assist tribes in carrying out a contract under the ISDEAA.

BIA will request GSA to transfer the property under Federal Management Regulation (FMR) for further conveyance to the tribe under ISDEAA. Federal agencies are required to pay a transfer fee equal to the full fair market value of the real property or request waiver of the payment. The waiver of the transfer fee must be approved by the Administrator of GSA and director of the Office Management and Budget (OMB). Not all waiver requests are approved. If the BIA does not have the funds to pay the transfer fee, the tribe may also fund the cost of the transfer though BIA.

If the transfer is approved, GSA will transfer custody and accountability to BIA for the purpose of further transferring the property to the tribe under ISDEAA.

Once the 30-day federal screening is complete and if there is no federal interest, the excess real property is determined to be “surplus” to the government needs. Surplus real property will be offered, through another screening, to state and local government and non-profit organizations for public-benefit uses. If there is no public-benefit interest expressed, then the property will generally be sold online at gsaauctions.gov.

Additional information on the GSA disposal process can be found online at disposal.gsa.gov, or you can contact the GSA disposal office directly. See [Appendix 1](#) for office contact information.

Section 3: Other Program

Wildland Fire Program

On May 1, 2014, GSA transferred the Wildland Fire Program to the Defense Logistics Agency (DLA), who assumed program-management responsibilities for the specialized wildland firefighting equipment previously

provided by GSA. Please visit www.gsa.gov/fireprogram for key documents, guidance, and program updates related to the transition of the program from GSA to DLA.

Section 4: GSA eTools

GSA eLibrary

(www.gsaelibrary.gsa.gov)

The GSA eLibrary is the online source for the latest contract-award information for GSA Multiple Award Schedules, Department of Veterans Affairs (VA) Schedules, and technology contracts. It allows users to search by keywords, contract number, contractor/manufacturer name, Schedule name, Schedule number, and category. See [Appendix 1](#) for useful information about GSA eLibrary.

GSAAdvantage!®

(www.gsaadvantage.gov)

The federal government's premier online ordering system provides access to thousands of contractors and millions of services and products. Included are GSA Global Supply™ products and GSA Schedule contractors' products and services. Anyone may browse on *GSAAdvantage!* to view and compare the variety of products and services offered. See [Appendix 1](#) for useful information about *GSAAdvantage!*.

Contract-Awarded Labor Category (CALC) Tool (<https://calc.gsa.gov/>)

The CALC tool is a powerful labor-category and pricing research tool that helps the federal contracting community make smarter, faster buying decisions.

GSA Global Supply

(www.GSAGlobalsupply.gsa.gov)

GSA Global Supply is an online ordering system for GSA Global Supply products only. When you order through GSA Global Supply, you are assured of regulatory compliance, one bill, and global delivery from a reliable government source. There is no need to comparison shop, thanks to requisition-based ordering. GSA Global Supply guarantees you easy compliance with government acquisition policies and socioeconomic regulations. GSA also provides full accountability from order placement through delivery and billing. To use GSA Global Supply, you must have a .gov or previously approved tribal email domain. To register a tribal domain, please contact FAS Order Management at ordermgmt@gsa.gov.

GSA eBuy (www.ebuy.gsa.gov)

An online Request for Quotation (RFQ) tool designed to facilitate the request for submission of quotations for a wide range of commercial supplies (products) and services. By leveraging the power of the Internet, GSA eBuy increases contractor participation to obtain quotations that result in best-value purchase decisions. Buyers can also use GSA eBuy to request information and find sources to fulfill their requirements. See [Appendix 1](#) for useful information on GSA eBuy.

Section 5: Customer Assistance

GSA Centralized Mailing List Service (CMLS) (www.gsa.gov/cmls)

Through the Centralized Mailing List Service (CMLS) website, you can access electronic versions of the publications, including flipbooks of GSA Global Supply™ catalogs. You may also subscribe to specific publications with the CMLS application. Printed versions of many publications are available if electronic versions don't meet your needs.

Customer Service Directors (www.gsa.gov/csd)

GSA offers a worldwide network of knowledgeable Customer Service Directors (CSDs). Wherever you are located, there is a CSD in your region to assist you with problem resolution and who can answer all questions relating to GSA and its procurement solutions. CSDs also offer seminars on a variety of topics to educate customers about purchasing procedures and inform them of offerings and solutions available from GSA.

National Customer Service Center (NCSC) (www.gsa.gov/ncsc)

Customers are encouraged to call GSA's NCSC at (800) 488-3111 with general or specific questions about GSA. The NCSC's customer-service representatives are knowledgeable about GSA's business lines and their associated products and services, and they will direct you to a source that will best address your needs.

The NCSC can also help verify your order's status, track shipments, resolve order discrepancies or deficiencies, and provide information about merchandise returns and exchanges. The NCSC can also address billing inquiries, merchandise quality concerns, and current price quotations. GSA's NCSC serves you 24 hours a day, five days a week. From Sundays at 8 p.m. until Fridays at 8:30 p.m. (CT), the NCSC is ready to assist you.

Section 6: GSA Training Sources

GSA Schedules News and Training

Access webinars, online training courses, student guides, desk references, Schedules podcasts, training videos, blogs, Facebook, and Twitter. Visit www.gsa.gov/masnews.

GSA Training Programs

Visit www.gsa.gov/training.

GSA Events

For access to list of upcoming GSA-sponsored seminars, workshops, and events, visit www.gsa.gov/events.

GSA Interact

GSA Interact is an online platform where federal, state, and local government staff, the military, industry partners, and other stakeholders connect to discuss and share information. To find the latest news and trending topics and register for upcoming events and training opportunities, visit interact.gsa.gov.

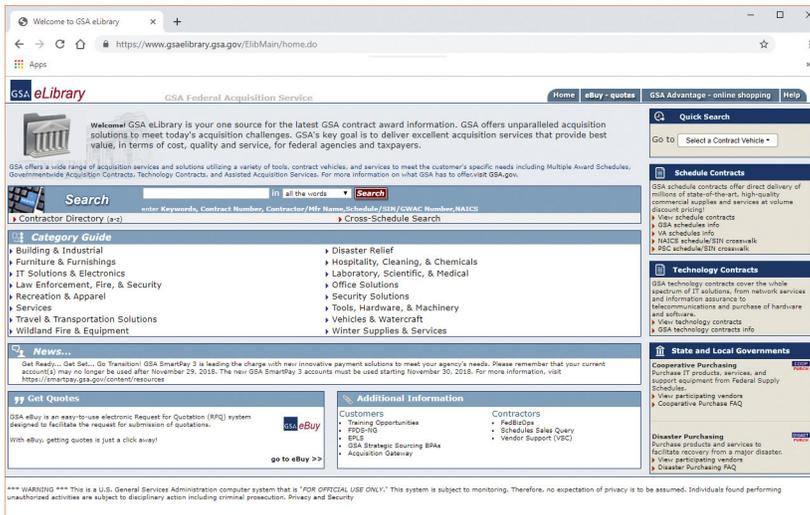
GSA Customer Service Director (CSD) Training

Customized training (onsite or webinar) can be provided by your CSD; see [Section 4](#).

Appendix: Useful Information

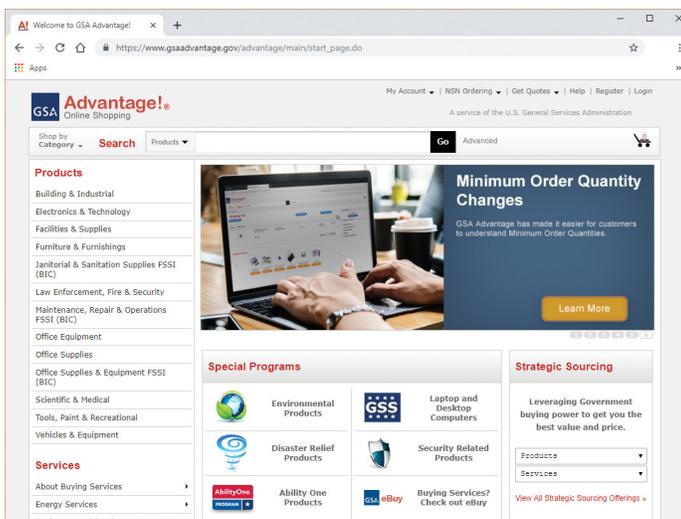
GSA eLibrary (www.gsaelibrary.gsa.gov)

- ❖ See www.gsa.gov/elibrary for information regarding GSA eLibrary.



GSA Advantage![®] (www.gsaadvantage.gov)

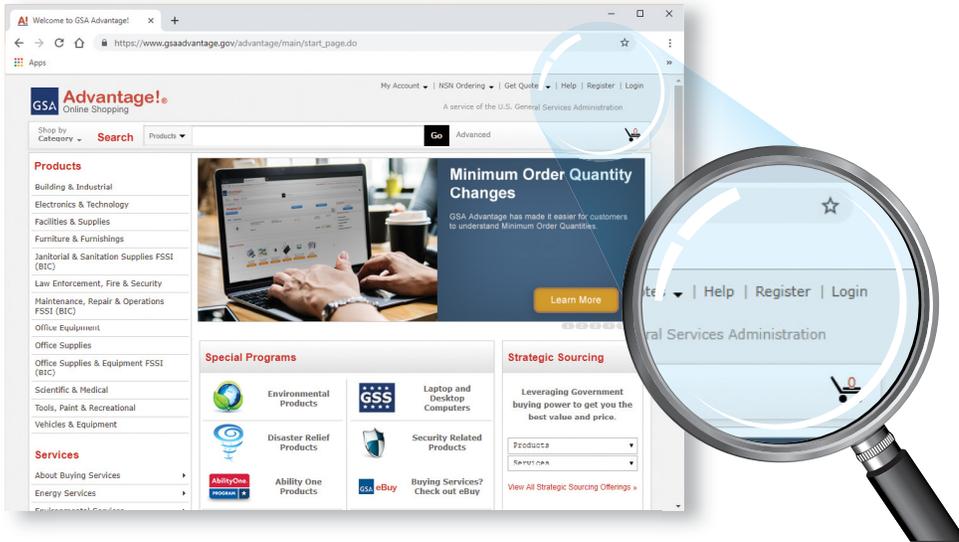
- ❖ See www.gsa.gov/advantage for information regarding GSA Advantage!.



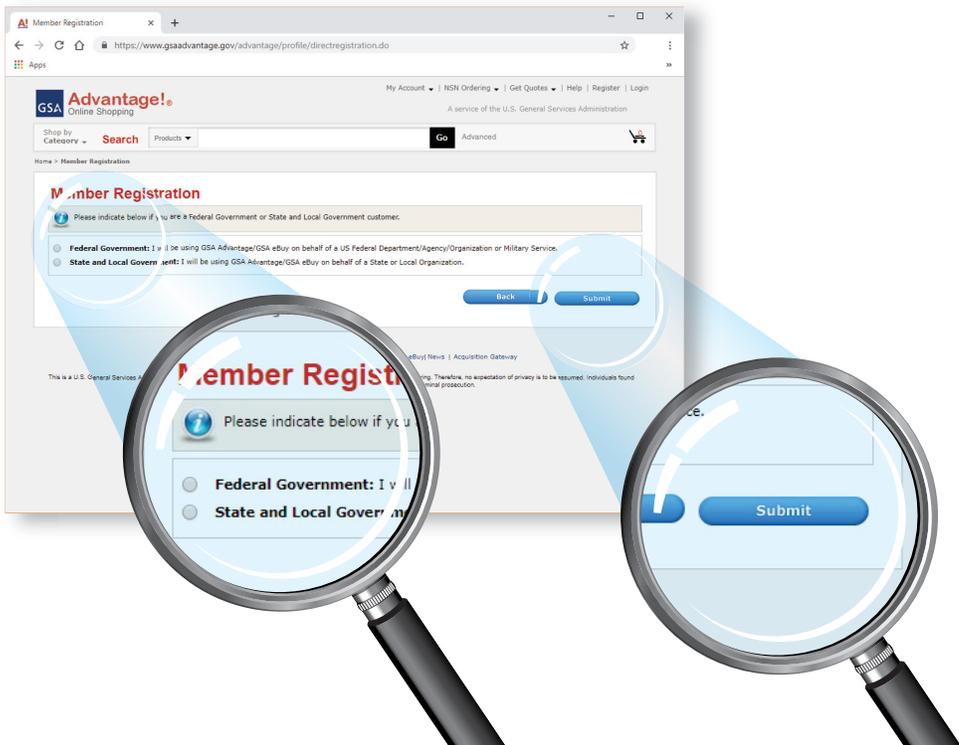
Registering in GSAAdvantage!®

Tribes and Tribal Organizations eligible under Section 1 (Part A) should register as follows:

- ❖ **Step 1:** Click on “Register.”

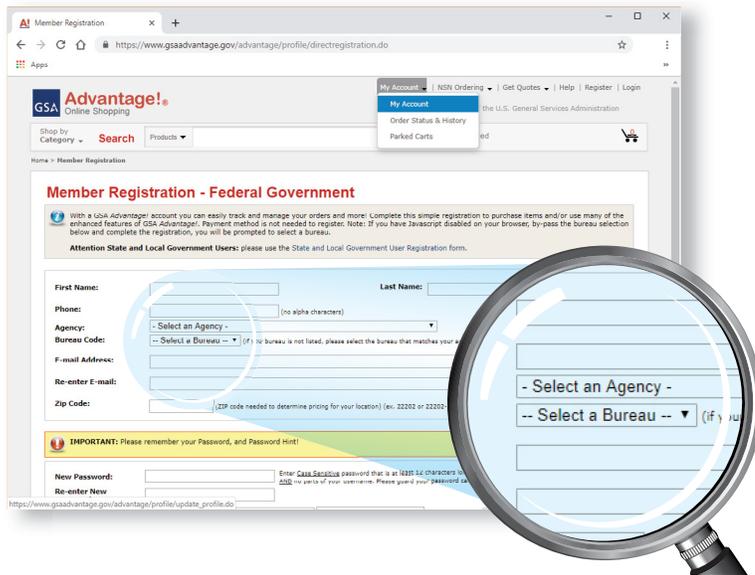


- ❖ **Step 2:** Select “Federal Government” and “Submit.”

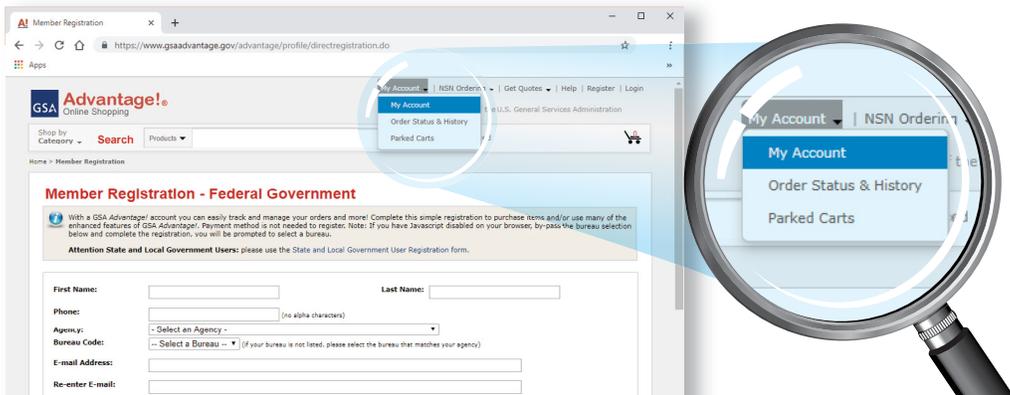


- ❖ **Step 3:** Complete the registration. Depending on your Activity Address Code (AAC, first two digits), select “Agency” and “Bureau” as defined below. When multiple AACs are involved, you must register for each account, assign a different user ID, and request an AAC password for each account.

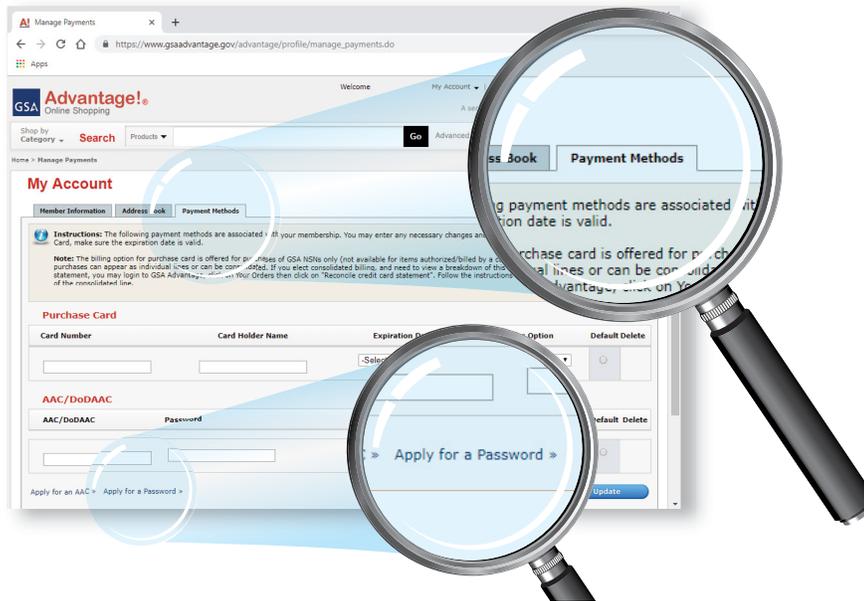
Activity Address Code	Agency	Bureau
14XXX	Department of Interior	Bureau of Indian Affairs
75XXX	Department of Health and Human Services	Indian Health Service
86XXX	Department of Housing and Urban Development	Department of Housing and Urban Development



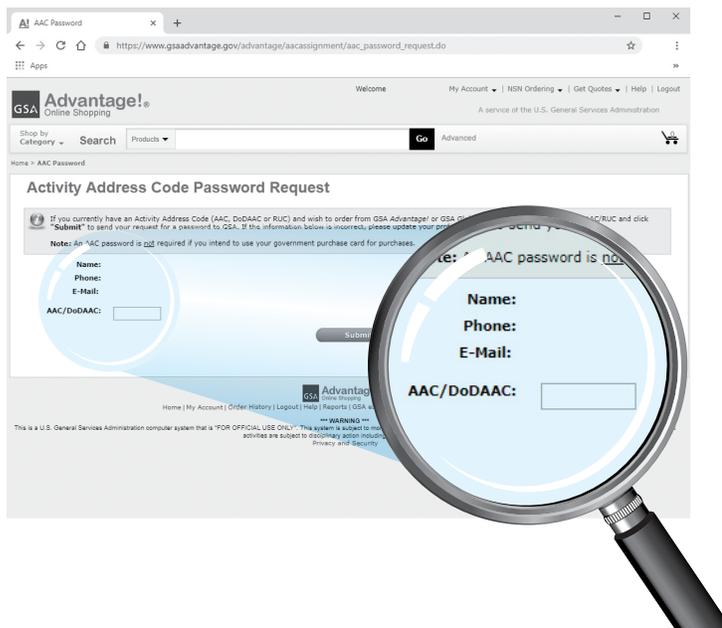
- ❖ **Step 4:** Once registered, you must request an AAC password. Log in to GSA Advantage!® using your user ID and password you assigned when registering. Once logged in, click on “My Account.”



- ❖ **Step 5:** Select “Payment Methods,” then “Apply for a Password.”

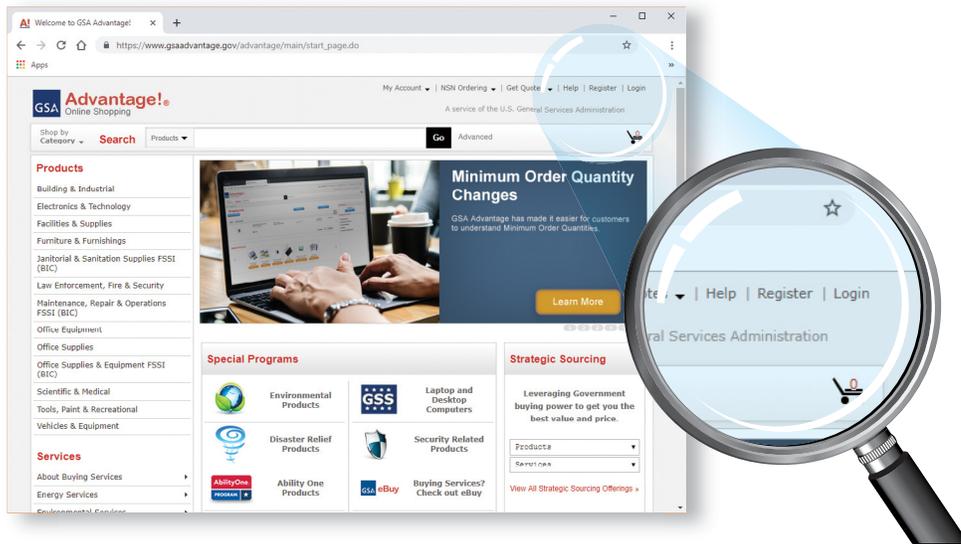


- ❖ **Step 6:** Enter the AAC and select “Submit.” The AAC password will be emailed to you. Once you receive the AAC password, you may place an order.

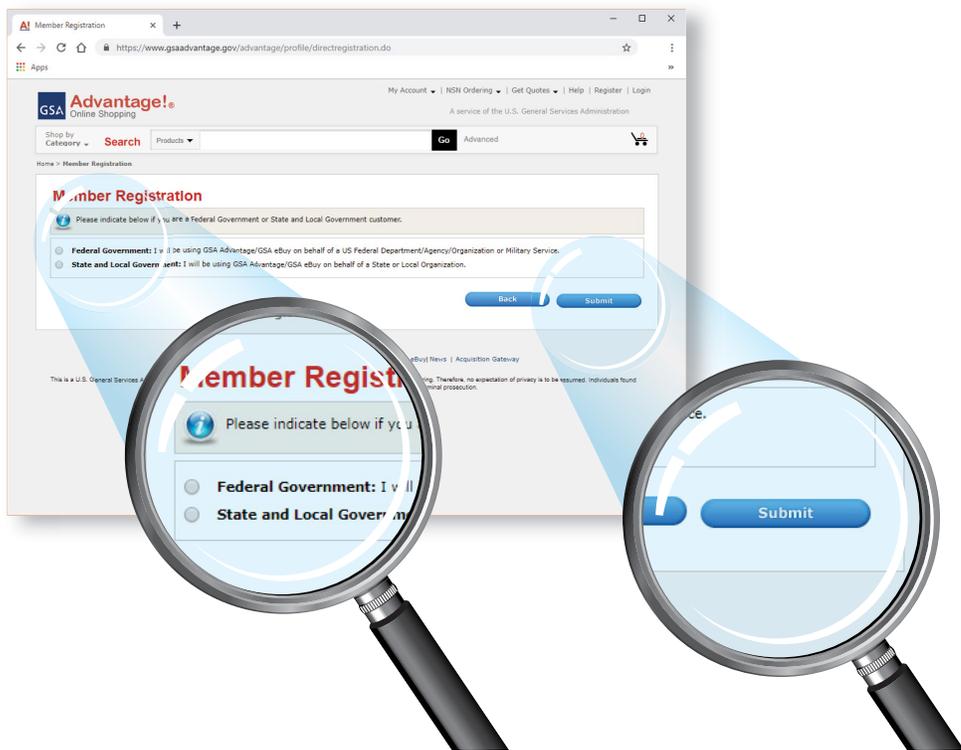


Tribes and tribal organizations eligible under Section 1 (Part B) should register as follows:

❖ **Step 1:** Click on “Register.”



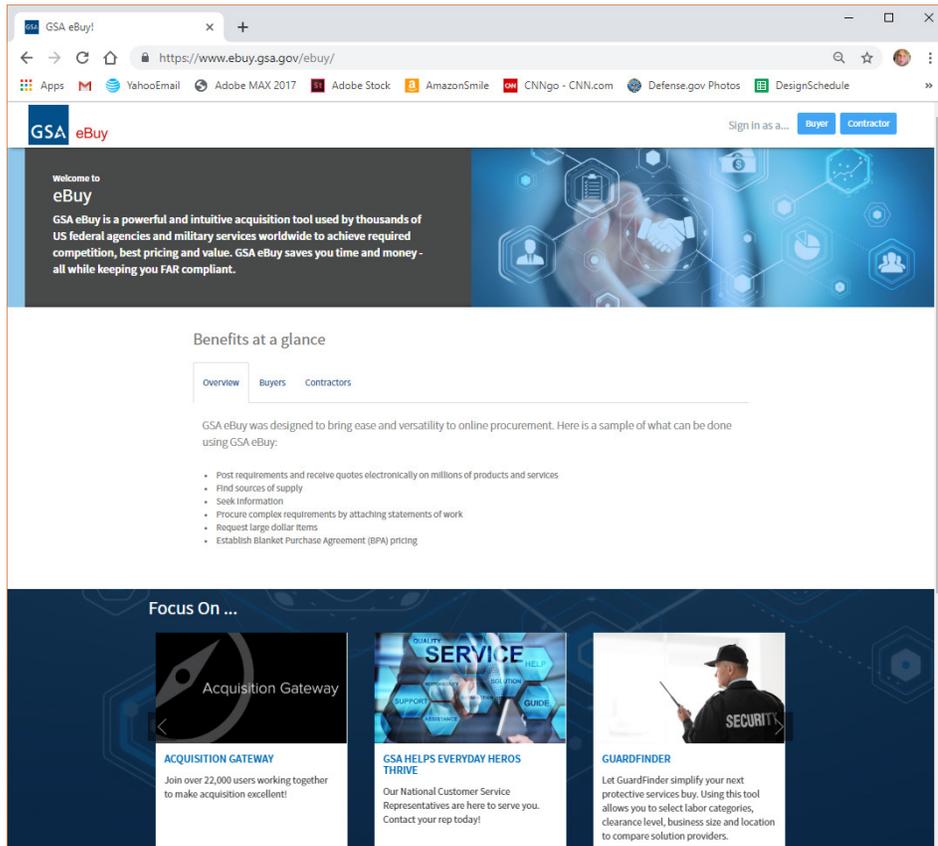
❖ **Step 2:** Select “State and Local Government” and “Submit.”



❖ **Step 3:** Complete the registration. Once registered, orders can be placed.

GSA eBuy (www.ebuy.gsa.gov)

❖ GSA eBuy can also be used for “Sources Sought” and “Request for Information.”



GSA eBuy

When issuing a Request for Quotation (RFQ), select “Check if you are seeking sources or information only.” In the “Description” indicate “... searching for Indian-owned businesses, please respond if you are Indian-owned with not less than 51 percent Indian ownership and have the capabilities to supply the product or perform the service desired.” (This is an example only.) Once responses are received, you may determine if adequate sources are available and issue the RFQ to those sources. When issuing the RFQ, recommend including “Indian Preference” in the description because all GSA contractors under the category selected can view the RFQ.

GSA eLibrary – GSA Advantage![®] – GSA eBuy

Within each of these eTools, there remains the capability to display or limit the results by socioeconomic preference, including Small Business, Service-Disabled Veteran-Owned Small Business, Veteran-Owned Small Business, Woman-Owned Business, Woman-Owned Small Business, Economically Disadvantaged Woman-Owned Small Business, SBA-Certified HUBZone firm, and SBA-Certified 8(a) firm.

GSA Office of Real Property Utilization and Disposal Staff

Central Office	Washington, D.C.	(202) 501-0084
Zone 1 – New England	Boston, MA	(617) 565-5700
Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont, New Jersey, New York, Puerto Rico, Virgin Islands		
Chicago Field Office	Chicago, IL	(312) 353-6045
Illinois, Indiana, Michigan, Minnesota, Ohio, Wisconsin		
Zone 4 – Southeast Sunbelt	Atlanta, GA	(404) 331-5133
Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee, Delaware, Maryland, Pennsylvania, Virginia, West Virginia		
Zone 7 – Greater Southwest	Fort Worth, TX	(817) 978-2331
Arkansas, Louisiana, New Mexico, Oklahoma, Texas, Iowa, Kansas, Missouri, Nebraska, Colorado, Montana, North Dakota, South Dakota, Utah, Wyoming		
Zone 9 – Pacific Rim	San Francisco, CA	(888) GSA-LAND
Arizona, California, Hawaii, Marshall Islands, Nevada, American Samoa, Guam		
Auburn Field Office	Auburn, WA	(253) 931-7547
Alaska, Idaho, Oregon, Washington		
Zone 11 – National Capital Region	Washington, D.C.	(202) 205-2127
Maryland (Montgomery And Prince George’s Counties), Virginia (The Cities Of Alexandria And Falls Church, and Arlington, Fairfax, Loudoun, And Prince William Counties), District Of Columbia		

American Indian and Alaska Native Socioeconomic Preference

Listed below are useful eTools and suggestions that may help in identifying American Indian- and Alaska Native-owned organizations, enterprises, and socioeconomic businesses that have GSA Schedule contracts.

Small Business Administration's Dynamic Small-Business Search

❖ dsbs.sba.gov/dsbs/search/dsp_dsbs.cfm

Below are sections of the search tool that can assist.

The screenshot displays the SBA Dynamic Small Business Search (DSBS) interface. The browser address bar shows the URL https://web.sba.gov/pro-net/search/dsp_dsbs.cfm. The page features a navigation bar with links for "Mobile View", "Print", "Exit", and "Help". A "Ready" status indicator is visible in the top right corner.

The main content area includes a welcome message and a disclaimer: "This is generally a self-certifying database. The SBA does not make any representation as to the accuracy of any of the data included, other than certifications relating to 8(a) Business Development, HUBZone or Small Disadvantaged Business status. The SBA strongly recommends that contracting officers diligently review a bidder's small business self-certification before awarding a contract."

The search criteria sections are highlighted with wavy lines:

- Location of Profile:** Includes a dropdown menu for "States" (with "(any state)" selected) and a "Searching within a State:" field. A note states: "(Requires exactly one state from the State list at left.)". There is also a "Congressional District:" field with a "Help" link and a "County:" field with the instruction "Select 1 State, then press Look Up".
- Ownership and Self-Certifications:** A list of checkboxes for various ownership types, including "Any Minority Owned", "Any Native American Owned" (with sub-options for Tribally, Alaskan Native Corp (ANC), Native Hawaiian Org (NHO), and Other Native American), "Other Minority Owned", "Community Development Corporation (CDC) Owned", "Self-Certified Small Disadvantaged Business", "Service Disabled Veteran Owned", "Veteran Owned (including Service Disabled Veteran Owned)", "Any Women-Owned Small Business" (with a "search help" link), "Women-Owned Small Business under the Women-Owned Small Business Program" (with a "more information" link), "Economically Disadvantaged Women-Owned Small Business under the Women-Owned Small Business Program", "Women-Owned Small Business Joint Venture", and "Economically Disadvantaged Women-Owned Small Business Joint Venture".
- Capabilities:** Radio button options for "Accepts Government Credit Card?", "GSA Advantage Contract?", and "Exporter?". The "Exporter?" options are "Yes", "Wants to Be", "Either", and "Not Required". A checkbox for "Has an Export Profile in TM OnLine (*)" is also present.

At the bottom, there is a "Search Using These Criteria" button, "Reset", and "Clear" buttons. The footer contains the text: "Last modified: 07/13/2004 12:00:00 AM" and "SBA Processing: 0.185 seconds Version: SBSS 8.1.1 Session timeout in 52 minutes".



U.S. General Services Administration



www.gsa.gov
September 2019
5-19-00289

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