



U.S. General Services Administration

Federal Acquisition Service

eOffer Training

**Contract Administration Division
Office of Chief Information Officer**

Agenda

- Introductions
- Getting Started
- Overview of How to Prepare and Submit an eOffer
- eSigning the eOffer
- Accessing the Signed SF-1449
- Review and Questions

What is eOffer and eMod?

eOffer

- eOffer is a secure, web-based application that allows companies to electronically prepare and submit a Multiple Award Schedule (MAS) contract proposal to the Federal Acquisition Service (FAS).
- To use the eOffer system you must have a digital certificate.



U.S. General Services Administration

Federal Acquisition Service

Getting Started

A close-up, slightly blurred image of the American flag, showing the blue field with white stars and the red and white stripes. The stars are prominent in the foreground, while the stripes are blurred in the background.

What is a Digital Certificate?

- A Digital Certificate is an electronic credential that is stored on your web browser or on a token.
 - Asserts the identity of an individual
 - Enables Federal Acquisition Service (FAS) to verify the identity of the individual entering the system and signing documents.
 - Used to encrypt and decrypt data to ensure that it is securely transmitted.

What is a Digital Certificate, contd?

- Currently FAS is offering two no-cost digital certificates per DUNS.
- If you have not yet applied for your digital certificate you may do so by going to the eOffer website and clicking on the link **“Have you applied for a digital certificate?”**
- If you have received your no-cost digital certificate, but have not uploaded it to your computer, you will have to do so before you can access eOffer.

How Does eOffer Use Digital Certificates?

- To authenticate user at login
- To ensure that only the people authorized to work on an eOffer are granted access
- To electronically sign the eOffer request

What is a Digital Signature?

A Digital Signature IS:

- Unique to both the document and the signer
- Virtually impossible to forge

A Digital Signature is NOT:

- A digitized handwritten signature
- The typed name of an individual
- A secret code, password, or PIN number

Roles and Responsibilities of Subscriber

- Password protect your digital certificate
- Do not share it with anyone
- Immediately report lost or compromised digital certificate
- Adhere to all other terms, conditions, and obligations set forth in the Subscriber Agreement
 - **NOTE:** You should not share your digital certificate with someone else.
 - If you leave the organization you obtained your certificate through, you should delete the certificate from your computer.
 - This will prevent other people from logging on to the computer, retrieving the certificate and signing contractual documents with your certificate.

Am I Ready to Submit an eOffer?

- Find the answer on how to become a successful GSA Industry Partner by attending the “Pathway to Success” online training session on the Vendor Support Center Website
- Visit the Vendor Support Center website at <https://vsc.gsa.gov/> to view the “Pathway to Success” webinar.



U.S. General Services Administration

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Accessing eOffer

A close-up, slightly blurred image of the American flag, showing the blue field with white stars and the red and white stripes.

Sign In

➤ To access the eOffer system go to www.eoffer.gsa.gov



Welcome to eOffer/eMod

eOffer/eMod is a tool to submit contract offers and contract modification requests to GSA Federal Acquisition Service online.

If you are submitting an offer under certain GSA Multiple Award Schedules, you may be eligible to have an express review of your offer under the MAS Express Program. Please click the link "Learn about the MAS Express Program and participating schedules" below for details. If you're eligible, please sign in under the "Express Offers (eOffers)" below to see if you can submit your offer electronically.

If you are not eligible for the MAS Express Program at this time, please submit a standard offer by signing in under the "Contract Offers (eOffers)" below.

NEW As of February 2, 2009, contractors under Schedules 03 FAC, 66, and 874V, must submit modifications to their contracts through the eMod system, for certain types of Modifications. Please click [here](#) for more information on the Mandatory eMod pilot for Schedule 03 FAC, 66, and 874V.

About eOffer

Learn More About:

- [eOffer](#)
- [Express Offers](#)
- [eMod](#)
- [Mandatory eMod Pilot](#)
- [Digital Certificates](#)
- [Authorized Negotiators](#)

Customer Assistance and Training:

- User Guides/Training
 - [Digital Cert Training](#)
 - [eMod Training Guide](#)
- [Frequently Asked Questions \(FAQ\)](#)
- [Contact Us](#)

Before you Begin

If you are submitting an eOffer:

1. [Have you reviewed the solicitation you want to make an offer against?](#)
2. [Have you passed the "Pathways to Success" training?](#)
3. [Did you get your DUNS number?](#)
4. [Have you registered with CCR and with ORCA?](#)
5. [Have you applied for a digital certificate?](#)
6. If you have done all of the above, enter "eOffer" at the right.

If you are submitting an eMod:

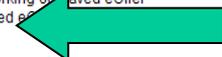
1. [Do you already have a digital certificate?](#)
2. [Is your DUNS number and Contract number available?](#)
3. [Are you an authorized negotiator on the contract?](#)
4. You may now submit the mod...

System Access

Contract Offers (eOffers)

- > Prepare and submit eOffer
- > Continue working on saved eOffer
- > Edit submitted eOffer

Sign In



Contract Modifications (eMods)

- > Prepare and submit modification request
- > Continue working on saved modification request
- > Edit submitted modification request

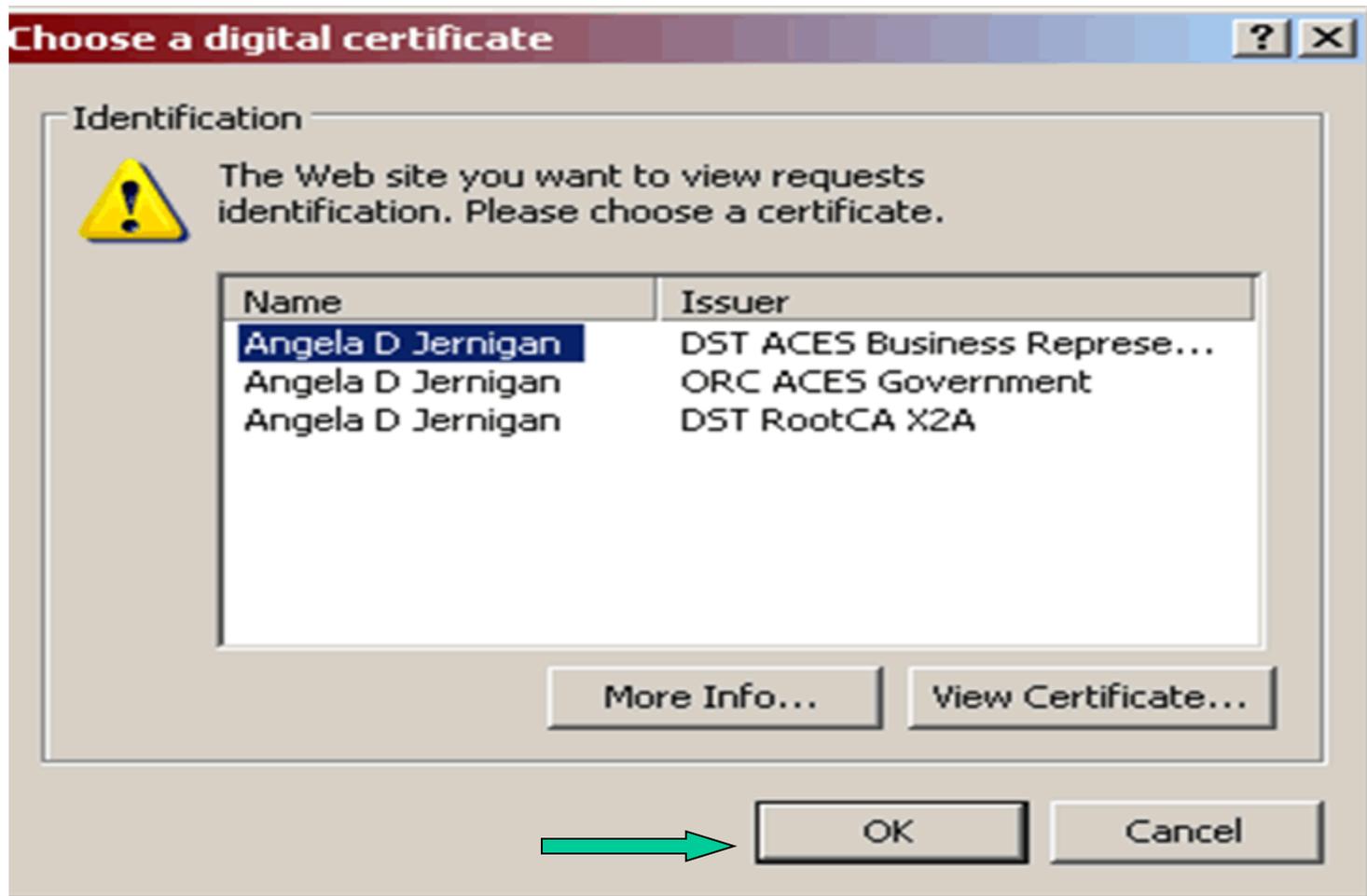
Sign In

Express Offers (eOffers)

- > Prepare and submit Express eOffer
- > Continue working on saved Express eOffer
- > Edit submitted Express eOffer

Sign In

Choose a Digital Certificate

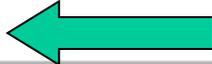


Signing Data with Private Exchange Key



Enter DUNS

SIGN IN

Select a previously entered DUNS:	<input type="text"/>
Or, enter a DUNS:	<input type="text" value="050713650"/> 
DUNS PLUS 4 :	<input type="text"/>
<input type="button" value="Sign In"/> 	



U.S. General Services Administration

Federal Acquisition Service

Preparing and Submitting an eOffer



Select Solicitation



Federal Acquisition Service

Submit contract offers and contract modifications online

eOffer/eMod

MY eOFFERS :: PROFESSIONAL PERFORMANCE DEVELOPMENT GROUP, INC.

New eOffers

Select Solicitation	Action
SDEC-RU-200612-B Refresh#0 (Schedule 873)	Submit Online
SDEC-RU-200612-B Refresh#0 (Schedule 873)	
TFTP-SV-072003-B Refresh#0 (Schedule 87102)	
FCIS-JB-980001-B Refresh#21 (Schedule 70)	
2FYA-SK-017382-B Refresh#0 (Schedule 73802)	Status Actions
KSAN-30-200609-2 Refresh#4 (Schedule 067)	
S280-UR-122006-B Refresh#5 (Schedule 871)	
KSAN-30-200609-1 Refresh#1 (Schedule 078)	
UGNA-SW-GSASWS-1 Refresh#0 (Schedule 73802)	Status Actions
ABCD-EF-200701-B Refresh#2 (Schedule 73802)	
TFTP-MC-000874-B Refresh#12 (Schedule 874)	
1234-23-234567-8 Refresh#2 (Schedule 73802)	



Corporate Information

Prepare your eOffer:

- Corporate Information
- Negotiators
- Goods/Services
- Solicitation Clauses
- Upload Documents
- Submit eOffer
- Complete Incomplete

Company Name: PROFESSIONAL PERFORMANCE DEVELOPMENT GROUP, INC.

Solicitation Number: TFTP-MC-000874-B Refresh# 12 | [View PDF](#)

CORPORATE INFORMATION

Is the information correct?

This information is taken directly from [Central Contractor Registration \(CCR\)](#). If any of this information is incorrect, it must be corrected through [Central Contractor Registration \(CCR\)](#). Any changes will be reflected in eOffer in approximately 24 hours.

DUNS Number:	618753768
Type of Organization:	Corporate Entity (Not Tax Exempt)
Common Parent DUNS Number:	618753768
Company Name:	PROFESSIONAL PERFORMANCE DEVELOPMENT GROUP, INC.
Doing Business As (DBA):	CCR DBA Name Test DB
Business Type:	Women Owned Business Emerging Small Business Minority-Owned Business Service Location

Company Address

Street1:	7272 WURzBACH ROAD, SUITE 1504
Street2:	
City:	SAN ANTONIO
State:	TX
Zip/Postal Code:	782404805
Country:	USA

Sign Out and Correct Errors in CCR



Save and Continue

Corporate Information

Prepare your eOffer:

- Corporate Information
- Negotiators
- Goods/Services
- Solicitation Clauses
- Upload Documents
- Submit eOffer
- Complete Incomplete

Company Name: INNOVATIVE MANAGEMENT CONCEPTS, INC.
Solicitation Number: 2FYB-SK-050009-B Refresh# 2 | [View PDF](#) Schedule Number: Schedule 07702

INFORMATION SAVED

The CORPORATE INFORMATION section is Completed.

[Continue](#)

Or, go to any section by using the left eOffer menu.

Add Negotiator

Prepare your eOffer:

Corporate Information

Negotiators

Goods/Services

Solicitation Clauses

Upload Documents

Submit eOffer

Complete Incomplete

Company Name: PROFESSIONAL PERFORMANCE DEVELOPMENT GROUP, INC.

Solicitation Number: TFTP-MC-000874-B Refresh# 12 | [View PDF](#)

*** For this Offer, negotiator information is missing.**

*** Negotiators name and email should be exactly the same as in the digital certificate of that user.**

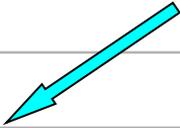
Add Negotiator(s)

You can add multiple negotiators.

Negotiators name and email should be exactly the same as in the digital certificate of that user.

***Required**

*Name:	<input type="text" value="Angela D Jernigan"/>
*Title:	<input type="text" value="Program Analyst"/>
*Phone:	
If US (XXX-XXX-XXXX):	<input type="text" value="703-605-5710"/>
If International (free form text):	<input type="text"/>
*Email:	<input type="text" value="angela.jernigan@gsa.gov"/>
Fax:	
If US (XXX-XXX-XXXX), If International (free form text):	<input type="text"/>
Role:	<input type="text" value="Negotiator - Authorized to sign"/> 
	<input type="checkbox"/> <input type="checkbox"/> Negotiator - Authorized to sign
	<input type="checkbox"/> <input type="checkbox"/> Negotiator - Not Authorized to sign



Review Your Negotiators

Prepare your eOffer:

Corporate Information

Negotiators

Goods/Services

Solicitation Clauses

Upload Documents

Submit eOffer

Complete Incomplete

Company Name: PROFESSIONAL PERFORMANCE DEVELOPMENT GROUP, INC.

Solicitation Number: TFTP-MC-000874-B Refresh# 12 | [View PDF](#)

NEGOTIATORS

Who will negotiate your eOffer?

You can add multiple negotiators. A minimum of one negotiator must have signature authority. Negotiators without signature authority may prepare an eOffer but only negotiators with signature authority may submit the eOffer and sign the Contract.

Your Negotiator(s)

Name	Role	Actions
Angela D Jernigan	Authorized to sign	Edit Delete

Add New Negotiator



Save and Continue

Add SIN(s)

Prepare your eOffer:

Corporate Information

Negotiators

Goods/Services

Solicitation Clauses

Upload Documents

Submit eOffer

Complete Incomplete

Company Name: PROFESSIONAL PERFORMANCE DEVELOPMENT GROUP, INC.

Solicitation Number: TFTP-MC-000874-B Refresh# 12 | [View PDF](#)

GOODS/SERVICES

What goods/services do you provide?

The GSA assigns all goods and services to SINs (Special Item Numbers).

You must add at least one SIN. You can add multiple SINs but one at a time.

*** Required**

Add SIN(s)

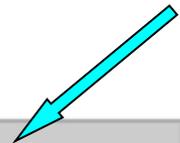
*Select SIN

- 874 1 CONSULTING SERVICES
- 874 2 FACILITATION SERVICES
- 874 3 SURVEY SERVICES
- 874 4 TRAINING SERVICES
- 874 5 SUPPORT PRODUCTS
- 874 6 PRIVATIZATION SUPPORT SERVICES AND DOCUMENTATION (A-76)
- 874 7 PROGRAM INTEGRATION AND PROJECT MANAGEMENT SERVICES
- 874 99 Introduction of New Service

Action

Add SIN Details

Actions



Add SIN Details

Prepare your eOffer:

- Corporate Information
- Negotiators
- Goods/Services
- Solicitation Clauses
- Upload Documents
- Submit eOffer
- Complete Incomplete

Company Name:	INNOVATIVE MANAGEMENT CONCEPTS, INC.
Solicitation Number:	3FNG-RG-020001-B Refresh# 5 View PDF
Schedule Number: Schedule 05801	

ADD SIN (SPECIAL ITEM NUMBER) DETAILS

219 4-Television for Hospital, Hotel, Motel (EFFECTIVE 4/1/03)

*Required

*NAICS Code

NAICS is the North American Industry Classification System for classifying establishments by type of economic activity, emphasizing what your company does.

What is the NAICS code for this SIN?

*Scope ?

What is the Scope for this SIN?

*Estimated Sales

What is your company's total projected annual sales to the Government under this SIN for the contract base period (excluding optional contract renewals)?

What is the estimated sales for this SIN?

*Commercial Delivery Schedule ?

Will delivery be within 30 days after receipt of order (ARO)?

Yes No

If no, within how many days?

What is the expedited delivery time? (In Days)

Review Your SIN(s)



Federal Acquisition Service

Submit contract offers and contract modifications online

eOffer/eMod

Prepare your eOffer:

Corporate Information

Negotiators

Goods/Services

Solicitation Clauses

Upload Documents

Submit eOffer

Complete Incomplete

Company Name: PROFESSIONAL PERFORMANCE DEVELOPMENT GROUP, INC.

Solicitation Number: TFTP-MC-000874-B Refresh# 12 | [View PDF](#)

GOODS/SERVICES

What goods/services do you provide?

The GSA assigns all goods and services to SINs (Special Item Numbers).

You must add at least one SIN. You can add multiple SINs but one at a time.

*** Required**

Add SIN(s)

*Select SIN

874 1 CONSULTING SERVICES

Action

Add SIN Details

Your SIN(s)

Name	Description	Actions
874 5	874 5 SUPPORT PRODUCTS	Edit Delete



Save and Continue

Solicitation Clauses



Federal Acquisition Service

Submit contract offers and contract modifications online

eOffer/eMod

- Prepare your eOffer:
- Corporate Information
 - Negotiators
 - Goods/Services
 - Solicitation Clauses
 - Upload Documents
 - Submit eOffer
 - Complete Incomplete

Company Name: MICROWAVE DEVELOPMENT LABORATORIES, INC.
Solicitation Number: 2FYA-WA-030003-B Refresh# 14 | [View PDF](#) Schedule Number: Schedule 069

SOLICITATION CLAUSES

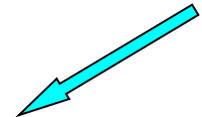
Respond to all of the terms and conditions.
You must respond to all clauses before you can save this section.

Clauses

* Required

Template Name	Status	Actions
*Point of Contacts Information	Incomplete	Respond
*Ordering Information	Incomplete	Respond
*Basic Information	Incomplete	Respond

Note: The Ordering Information has two mandatory sections to be completed: Ordering Receipt Information and Remittance Address!!!



Solicitation Clauses Add Basic Information

Prepare your eOffer:

Corporate Information

Negotiators

Goods/Services

Solicitation Clauses

Upload Documents

Submit eOffer

Complete Incomplete

Company Name: INNOVATIVE MANAGEMENT CONCEPTS, INC.

Solicitation Number: 3FNG-RG-020001-B Refresh# 5 | [View PDF](#)

Schedule Number: Schedule 05801

SOLICITATION CLAUSES

Basic Information

***Required**

*Offerors marketing through dealers are requested to indicate below whether those dealers will be participating in the proposed contract.

Yes No

*Representation for the Multiple Award Schedule Program [?]

The Offeror represents that it is a current 8(a) Business Development Program participant, and that it wishes to be designated as such on the FBS Schedules E-Library and GSA AdvantageITM as well as the Federal Procurement Data System (FPDS).

Yes No

*Disaster Recovery Purchasing Program

Does the offeror agree to voluntarily participate in the Recovery Purchasing Program as described in GSAR 552.238-80, "Use of Federal Supply Contracts by Certain Entities-Recovery purchasing" in this solicitation?

Yes No

*Exceptions To Terms And Conditions

Does the offeror take exception to any of the Terms and Conditions (Contract Clauses) presented in Part III of the Solicitation Document?(If "Yes" is selected, the offeror must provide a justification for each contract clause taken as exception. The exception the offeror are requesting will be negotiated with the GSA Contracting Official(s).)

Yes No

*Exceptions To Orca Certs And Reqs (52.212-3)

The offeror verifies by submission of this offer that the representations and certifications currently posted electronically at FAR 52.212-3, Offeror Representations and Certifications-Commercial Items, have been entered or updated in the last 12 months, are current, accurate, complete, and applicable to this solicitation (including the business size standard applicable to the NAICS code referenced for this solicitation), as of the date of this offer and are incorporated in this offer by reference? (If "No" is selected, the offeror must submit an attachment listing the paragraph(s) which have changed and identify, after each paragraph, what has changed. Please title the attachment, 'Exceptions to Certs and Reqs-52.212-3.')

Yes No

*American Recovery And Reinvestment Act 2009 ^{??}

In order for Contractors to accept orders placed with funds, in whole or in part, allocated to the 'American Recovery and Reinvestment Act of 2009', clauses 52.203-15 and 52.204-11 must be incorporated by reference under clause 52.212-5. Contractors hereby agree to have clauses 52.203-15 and 52.204-11 in the contract.

Yes No

Add Basic Information

Status Complete



Federal Acquisition Service

Submit contract offers and contract modifications online

eOffer/eMod

Prepare your eOffer:

- Corporate Information
- Negotiators
- Goods/Services
- Solicitation Clauses
- Exceptions
- Upload Documents
- Submit eOffer
- Complete Incomplete

Company Name: MICROWAVE DEVELOPMENT LABORATORIES, INC.
Solicitation Number: 2FYA-WA-030003-B Refresh# 14 | [View PDF](#) Schedule Number: Schedule 069

SOLICITATION CLAUSES

Respond to all of the terms and conditions.
You must respond to all clauses before you can save this section.

Clauses

* Required

Template Name	Status	Actions
*Point of Contacts Information	Complete	Edit Delete
*Ordering Information	Complete	Edit Delete
*Basic Information	Complete	Edit Delete



Save and Continue

Exceptions

Prepare your eOffer:

- Corporate Information
- Negotiators
- Goods/Services
- Solicitation Clauses
- Exceptions
- Upload Documents
- Submit eOffer
- Complete Incomplete

Company Name:	MICROWAVE DEVELOPMENT LABORATORIES, INC.			
Solicitation Number:	2FYA-WA-030003-B Refresh# 14 View PDF			Schedule Number: Schedule 069

Available list of contract clauses for taking exception(s)

			Select Regulation(s)
Select	Clause Number	Title	
<input checked="" type="checkbox"/>	52.202-1	DEFINITIONS (JUL 2004)	
<input checked="" type="checkbox"/>	52.203-13	CONTRACTOR CODE OF BUSINESS ETHICS AND CONDUCT (DEC 2008)	
<input type="checkbox"/>	52.203-15	WHISTLEBLOWER PROTECTIONS UNDER THE AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009 (MAR 2009)	
<input type="checkbox"/>	52.203-3	GRATUITIES (APR 1984)	
<input type="checkbox"/>	52.203-6	RESTRICTIONS ON SUBCONTRACTOR SALES TO THE GOVERNMENT (JUL 1995) (ALTERNATE I -- OCT 1995)	
<input type="checkbox"/>	52.204-11	AMERICAN RECOVERY AND REINVESTMENT ACT-REPORTING REQUIREMENTS (MAR 2009)	
<input type="checkbox"/>	52.204-4	PRINTED OR COPIED DOUBLE-SIDED ON RECYCLED PAPER (JULY 2008)	
<input type="checkbox"/>	52.211-16	VARIATION IN QUANTITY (APR 1984)	
<input type="checkbox"/>	52.212-4	CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION II -- MAR 2007)	
<input type="checkbox"/>	52.212-5	CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS - COMMERCIAL ITEMS (FEB 2010) (ALTERNATE II - DEC 2009)	
<input type="checkbox"/>	52.215-11	PRICE REDUCTION FOR DEFECTIVE COST OR PRICING DATA/MODIFICATIONS (OCT 1997)	
<input type="checkbox"/>	52.215-13	SUBCONTRACTOR COST OR PRICING DATA/MODIFICATIONS (OCT 1997)	
<input type="checkbox"/>	52.215-21	REQUIREMENTS FOR COST OR PRICING DATA OR INFORMATION OTHER THAN COST OR PRICING DATA--MODIFICATIONS (OCT1997) (ALTERNATE IV -- OCT 1997)	
<input type="checkbox"/>	52.216-18	ORDERING Test(DEC 1995) (DEVIATION II - DEC 2007)	
<input type="checkbox"/>	52.216-19	DELIVER ORDER LIMITATIONS (OCT1995) (DEVIATION -- JAN 1994)	
<input type="checkbox"/>	52.216-19	ORDER LIMITATIONS (OCT 1995)	
<input type="checkbox"/>	52.219-16	LIQUIDATED DAMAGES--SUBCONTRACTING PLAN (JAN 1999)	
<input type="checkbox"/>	52.219-28	POST-AWARD SMALL BUSINESS PROGRAM REREPRESENTATION (APR 2009)	
<input type="checkbox"/>	52.219-8	UTILIZATION OF SMALL BUSINESS CONCERNS (MAY 2004)	
<input type="checkbox"/>	52.219-9	SMALL BUSINESS SUBCONTRACTING PLAN (APR 2008) (ALTERNATE II -- OCT 2001) (DEVIATION FOR MAS SOLICITATIONS AND CONTRACTS -- DEC 2009)	
<input type="checkbox"/>	52.222-1	NOTICE TO THE GOVERNMENT OF LABOR DISPUTES (FEB 1997)	
<input type="checkbox"/>	52.222-21	PROHIBITION OF SEGREGATED FACILITIES (FEB 1999)	
<input type="checkbox"/>	52.222-26	EQUAL OPPORTUNITY (MAR 2007)	

Exception

Prepare your eOffer:

- Corporate Information
- Negotiators
- Goods/Services
- Solicitation Clauses
- Exceptions
- Upload Documents
- Submit eOffer
- Complete Incomplete

Company Name: MICROWAVE DEVELOPMENT LABORATORIES, INC.
Solicitation Number: 2FYA-WA-030003-B Refresh# 14 | [View PDF](#) Schedule Number: Schedule 069

Exception Text to the regulation [52.202-1](#) (Original)

If approved, the information provided in this screen will appear on eLibrary for buyer(s) to view

Exception Text:

Back to List

Save Exception Text

Continue To Next



Required Documents Uploaded

Prepare your eOffer:

- Corporate Information
- Negotiators
- Goods/Services
- Solicitation Clauses
- Exceptions
- Upload Documents
- Submit eOffer
- Complete Incomplete

Company Name: MICROWAVE DEVELOPMENT LABORATORIES, INC.
Solicitation Number: 2FYA-WA-030003-B Refresh# 14 | [View PDF](#)

Schedule Number: Schedule 069

UPLOAD DOCUMENTS

Attach supporting documents to this eOffer
 Upload all documents associated with your eOffer.
 Some of the attachments are required based on the responses provided in other templates.
 Please do not upload the Microsoft Excel files with more than one print area.
 Only files of size less than or equal to 8 MB can be uploaded.

Documents

* Required

Type	Name	Status	Actions
List Of Hazardous Materials ?		Not Uploaded	Upload
Authorized Dealer(s) Information ?		Not Uploaded	Upload
Authorized Dealer(s) Information		Not Uploaded	Upload
* Copy of Order Form for Past Performance Evaluation		Not Uploaded	Upload
* Discounting Policies		Not Uploaded	Upload
Finanacial Documents		Not Uploaded	Upload
* Commercial Sales Practices Format		Not Uploaded	Upload
* Fire or Casualty Safety Standards		Not Uploaded	Upload
List Of Hazardous Materials		Not Uploaded	Upload
* Shipping Point (F-FSS-712-A APR 1984)		Not Uploaded	Upload
* Shipping Point (F-FSS-712-B APR 1984)		Not Uploaded	Upload
* ODC Invoice Support		Not Uploaded	Upload
* Exceptions to Certs and Reqs - 52.212-3		Not Uploaded	Upload
Other (optional-offeror defined)		Not Uploaded	Upload



Save and Continue

Locate Document On Your Computer

The screenshot displays the GSA Federal Acquisition Service eOffer/eMod interface. The top navigation bar includes "eOffer Home | My eOffers | Sign Out Chetan V Mehta". The main header features the GSA logo and the text "Federal Acquisition Service Submit contract offers and contract modifications online".

On the left, a "Prepare your eOffer:" sidebar lists several steps with checkboxes: Corporate Information (checked), Negotiators (checked), Goods/Services (checked), Solicitation Clauses (checked), Exceptions (checked), Upload Documents (unchecked), Submit eOffer (unchecked), and Complete (partially checked).

The main content area is titled "UPLOAD DOCUMENTS" and includes the following instructions:

- Attach supporting documents to this eOffer. Upload all documents associated with your eOffer.
- eOffer system accepts only the following file types: (doc, xls, pdf, txt, rtf, htm, hml, xml, csv, ppt, jpeg, gif, tif, bmp)
- Please do not upload the Microsoft Excel files with more than one print area.
- Please do not upload documents with macros or embedded objects.
- Please do not upload Microsoft Excel files which contain multiple worksheets. These files are not being converted correctly. eOffer is resolving the process problem which will enable multiple worksheets soon.
- Only files of size less than or equal to 8 MB can be uploaded.

A "Documents" section contains a red asterisk and the word "Required". Below it, a table lists document requirements:

Document Requirement	Authorized Dealer(s) Information
* What is the document type?	[Empty field]
* Find document on your computer	C:\Documents and Settings [User] \Brow...
What is the document name?	OPTIONAL

At the bottom of the page are two buttons: "Back to Upload Documents" and "Upload This Document".

Overlaid on the right side is a "Choose file" dialog box. The "Look in:" dropdown is set to "TEST DOCUMENTS". The file list contains "TEST.DOC". The "File name:" field is "TEST.DOC" and the "Files of type:" dropdown is "All Files (*.*)". A blue arrow points from the "Upload This Document" button to the "TEST.DOC" file in the dialog box.

Upload This Document

Prepare your eOffer:

Corporate Information

Negotiators

Goods/Services

Solicitation Clauses

Exceptions

Upload Documents

Submit eOffer

Complete Incomplete

Company Name: INNOVATIVE MANAGEMENT CONCEPTS, INC.
Solicitation Number: 3FNG-RG-020001-B Refresh# 5 | [View PDF](#) **Schedule Number:** Schedule 05801

UPLOAD DOCUMENTS

Attach supporting documents to this eOffer

Upload all documents associated with your eOffer.

Some of the attachments are required based on the responses provided in other templates.

Please do not upload the Microsoft Excel files with more than one print area.

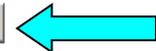
Only files of size less than or equal to 8 MB can be uploaded.

Documents

* Required

Type	Name	Status	Actions
Authorized Dealer(s) Information 	OPTIONAL	Uploaded	Delete
* Exceptions to Certs and Reqs - 52.212-3	OPTIONAL	Uploaded	Delete
Other (optional-offeror defined)	VENDOR DEFINED	Uploaded	Delete
Other (optional-offeror defined)		Not Uploaded	Upload

Save and Continue



Are You Ready to Submit eOffer?

Prepare your eOffer:

Corporate Information

Negotiators

Goods/Services

Solicitation Clauses

Upload Documents

Submit eOffer

Complete Incomplete

Company Name: PROFESSIONAL PERFORMANCE DEVELOPMENT GROUP, INC.

Solicitation Number: TFTP-MC-000874-B Refresh# 12 | [View PDF](#)

CONFIRMATION

Are you ready to submit this eOffer?



YES

NO

Or, go to any section by using the left eOffer menu.

Disclaimer Required

Prepare your eOffer:

- Corporate Information
- Negotiators
- Goods/Services
- Solicitation Clauses
- Upload Documents
- Submit eOffer
- Complete Incomplete

Company Name: PROFESSIONAL PERFORMANCE DEVELOPMENT GROUP, INC.
Solicitation Number: TFTP-MC-000874-B Refresh# 12 | [View PDF](#)

FINAL REVIEW OF eOFFER

It is recommended that the following documents be reviewed before submitting this eOffer.
Or, go to any section by using the left eOffer menu.

Type	Name	Actions
Offer Response	Offer Response	Review
Form 1449	Form 1449	Review
Price List	Shout	Review
Past Performance Evaluation Report (D&B)	Joy	Review
Discounting Policies	Happy	Review
ORCA Response	ORCA Response	Review

Disclaimer

***Required**

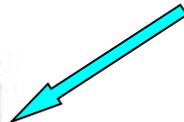
In submitting an offer electronically, Offeror responses will be considered by the Government to have the full force and effect of law as if the Offeror entered the responses directly on a printed solicitation (RFP). Offeror is strongly encouraged to read the solicitation (RFP) section(s) corresponding to the E-Offer question(s).

*Offeror has reviewed the ORCA response document and understands that ORCA response will be submitted in the eOffer.

Yes No

*Offeror has downloaded the RFP from [FedBizOpps](#), and has read and understands the clauses and provisions that require Offeror responses.

Yes No



eOffer Successfully Submitted

eOffer Home | My eOffers | Sign Out Angela D Jernigan



eOffer/eMod

Prepare your eOffer:

- Corporate Information
- Negotiators
- Goods/Services
- Solicitation Clauses
- Upload Documents
- Submit eOffer
- Complete Incomplete

Company Name: PROFESSIONAL PERFORMANCE DEVELOPMENT GROUP, INC.
Solicitation Number: TFTP-MC-000874-B Refresh# 12 | [View PDF](#)

SUCCESS

Your eOffer was successfully submitted.

Email Confirmation



OrsEofferAutoGen@gsa.gov

02/15/2007 10:26 AM

To	angela.jernigan@gsa.gov
cc	
bcc	
Subject	Eoffer receipt notification . (Atten – Email inteneded for QA and testing Env.)

This is to notify you that your eOffer submitted againstTFTP-MC-000874-B for 874 has been received in Management Services Acquisition Center (10FT) on 02/15/2007.

New Offer Welcome Letter



angela.jernigan@gsa.gov

02/15/2007 10:36 AM

To	angela.jernigan@gsa.gov
cc	angela.jernigan@gsa.gov
bcc	
Subject	New Offer Welcome Letter (Atten – Email intended for QA and testing Env.)

Management Services Acquisition Center (10FT)

NEW OFFER WELCOME LETTER

02/15/2007

7272 WURzBACH ROAD, SUITE 1504
SAN ANTONIO, TX 78240-4805

Dear Angela D Jernigan

Welcome to the Management Services Acquisition Center (10FT). This is to notify you that we received your offer 1897 under the Solicitation No. TFTP-MC-000874-B, on 15 Feb 2007 and to briefly explain what will happen in the coming weeks.

Your offer has been assigned to Contract Specialist, Angela D. Jernigan. This individual will be your focal point of contact for any questions.

Based on the specific services or products you offer, the contract specialist will coordinate your offer, if necessary, among a team of contracting officials.

Your offer is reviewed to ensure you complied with solicitation instructions. The contract specialist will either contact you via telephone, e-mail or letter notifying you of deficiencies associated with your offer.

Once all administrative issues are addressed, the contract specialist will continue the review to determine that you are a responsible contractor and the prices you offer are fair and reasonable.



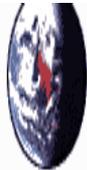
U.S. General Services Administration

Federal Acquisition Service

eSigning an eOffer



Email notification for eSignature



ors@gsa.gov

02/03/2010 11:45 AM

to: ali.shermohamad@gsa.gov, ali.shermohamad@gsa.gov

cc: ali.shermohamad@gsa.gov, ali.shermohamad@gsa.gov

bcc:

Subject: Vendor Notification for Proposal eSignature

Dear Sir/Mam

This is to notify you that a proposal for the eoffer # (AGICR7XJ) submitted by you against solicitation 2FYB-SK-050009-B for (INNOVATIVE MANAGEMENT CONCEPTS, INC.) is ready for your review and eSignature. Please click or paste the following URL in a browser window to review your your proposal.

<https://eoffer-test.fss.gsa.gov>



This is an auto generated email. Please do not reply to this email address.

Company Name: INNOVATIVE MANAGEMENT CONCEPTS, INC.

Solicitation Number: 2FYB-SK-050009-B Refresh Number: 2

E-SIGNATURE CONSENT

By submitting a proposal to the General Services Administration (GSA) electronically, the Offeror consents to transactions of e-records and e-signatures between GSA and the Offeror

Exit

Accept

Review and Accept

Company Name: INNOVATIVE MANAGEMENT CONCEPTS, INC.

Solicitation Number: 2FYB-SK-050009-B Refresh Number: 2

SIGN eOFFER

The following documents must be reviewed and accepted before signing.

Documents

*Required

Name	Status	Actions
Standard Form 1449	<i>Not Accepted</i>	Review and Accept 

Save and Exit

Reject eOffer

Company Name: INNOVATIVE MANAGEMENT CONCEPTS, INC.

Solicitation Number: 2FYB-SK-050009-B Refresh Number: 2

REVIEW DOCUMENT

The following document must be reviewed and accepted before signing. Click Back to select a different document.

Standard Form 1449

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30				1. REQUISITION NUMBER	PAGE 1 OF
2. CONTRACT NO. GS07P0051W	3. AWARD/EFFECTIVE DATE Refer to 31c	4. ORDER NUMBER	5. SOLICITATION NUMBER 2FYB-SK-050009-B -- REFRESH #2	6. SOLICITATION ISSUE DATE 25 Jun 2009	
7. FOR SOLICITATION INFORMATION CALL:	a. NAME 100 STREETLAND 2	b. TELEPHONE NUMBER (No collect calls)	8. OFFER DUE DATE/ LOCAL TIME		
9. ISSUED BY 100 STREETLAND 2 STREETSTREE STERLING, VA, 20166	CODE	10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE: % FOR <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> 8(A) NAICS: SIZE STANDARD:	11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input checked="" type="checkbox"/> SEE SCHEDULE <input type="checkbox"/> 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) 13b. RATING 14. METHOD OF SOLICITATION <input type="checkbox"/> RFQ <input type="checkbox"/> IFB <input checked="" type="checkbox"/> RFP	12. DISCOUNT TERMS	
15. DELIVER TO ORDERING AGENCY	CODE	16. ADMINISTERED BY SEE BLOCK 9	CODE		
17a. CONTRACTOR/ OFFEROR INNOVATIVE MANAGEMENT CONCEPTS, INC. 21400 RIDGETOP CIR STE 210	CODE	FACILITY CODE	18a. PAYMENT WILL BE MADE BY ORDERING AGENCY	CODE	

Back Accept 

Sign

Company Name: INNOVATIVE MANAGEMENT CONCEPTS, INC.

Solicitation Number: 2FYB-SK-050009-B Refresh Number: 2

SIGN eOFFER

The following documents must be reviewed and accepted before signing.

Documents

*Required

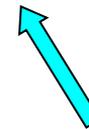
Name	Status	Actions
Standard Form 1449	Accepted by sherali shermohamad	View

Save and Exit

Sign eOffer

<OR>

Reject eOffer



Confirm Signature

Company Name: INNOVATIVE MANAGEMENT CONCEPTS, INC.

Solicitation Number: 2FYB-SK-050009-B Refresh Number: 2

SIGN eOFFER

Are you ready to sign this eOffer?

Back

Confirm



Confirm Signature

Sign HandBack Success

Contract Package has been successfully Submitted for Signing Process.

Please complete a short user survey, by clicking the link below.

<http://apps.fss.gsa.gov/eoffersurvey/index.cfm>

New eOffers

Select Solicitation	Action
2BMS-BM-200808-B Refresh#21(Schedule 007BMS) ▾	<input type="button" value="Submit Online"/>

Saved eOffers

Click on the ID to view the event log for an Offer

ID	Solicitation	Last Update	Status	Actions
Nothing found to display.				

Submitted eOffers

Click on the ID to view the event log for an Offer

ID	Solicitation	Last Update	Status	Actions
Nothing found to display.				

Signed eOffers

Click on the ID to view the event log for an Offer

ID	Solicitation	Last Update	Status	Actions
AGICR7XJ	2FYB-SK-050009-B Refresh#2	2010-02-03 14:57:14.286	Awaiting CO esign	<input type="button" value="View Offer"/> <input type="button" value="View Package"/>
AGICR7XJ	2FYB-SK-050009-B Refresh#2	2010-02-03 14:59:17.17	Processing Vendor esign	<input type="button" value="View Offer"/> <input type="button" value="View Package"/>



Subject Vendor Notification for Award cc

Dear Sir/Mam

Your e-offer against solicitation number FCIS-RA-2009RA-B refresh # 19 has been signed by Ali Shermohamad. You will soon receive your official award letter.

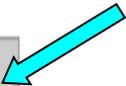
This is an auto generated email. Please do not reply to this email address.

Download Package

Signed eOffers

Click on the ID to view the event log for an Offer

ID	Solicitation	Last Update	Status	Actions
AGICR7XJ	2FYB-SK-050009-B Refresh#2	2010-02-04 11:04:18.746	Offer is in rejected status	View Offer View Package Download Package
AGICR7XJ	2FYB-SK-050009-B Refresh#2	2010-02-04 11:01:49.42	Offer is in rejected status	View Offer View Package Download Package
CZ8NUN31	FCIS-RA-2009RA-B Refresh#19	2010-03-25 13:41:48.276	Signed by Contracting Officer	View Offer View Package Download Package



Sign Contract Package



eOffer/eMod

Sign Contract Package

Do you really want to download this contract package ?

Continue



Download My Documents

Company Name: SHOWCALL INC

Contract Number: GS23F0181S

DOWNLOAD eMOD

To access and retain an electronic copy of your eMod package for your records, you must have the Adobe Acrobat Reader V5 or V6 installed on your system. If you do not have the required Adobe software, you must first download it and return to this page once the download and installation have been completed. Follow the instructions on the Adobe Web site to install the Acrobat Reader.

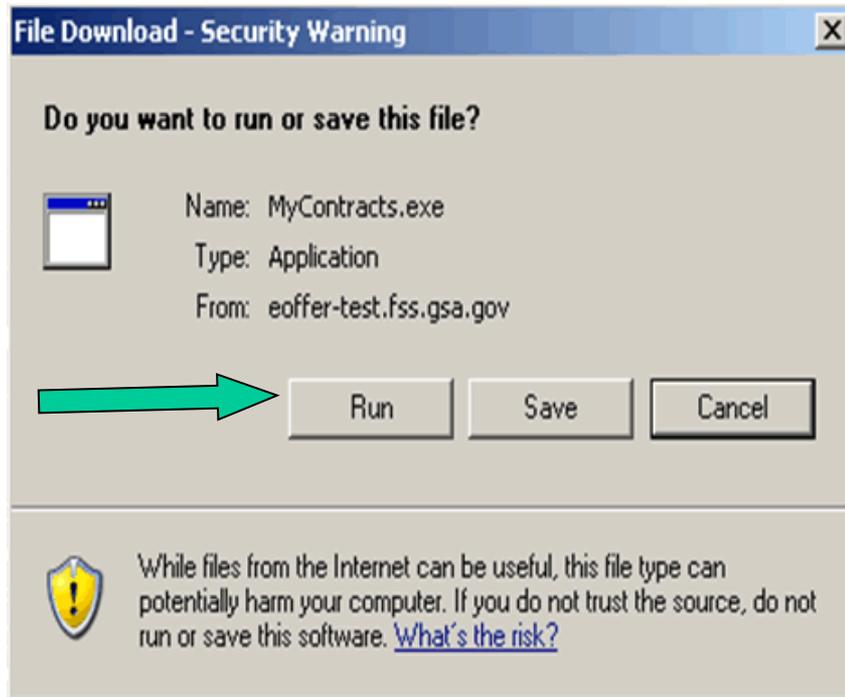
- [Verify if you have Adobe Acrobat Reader installed.](#)
- [Download Adobe Acrobat Reader.](#)

Click on the links below to download your eMod package

- [Download my documents \(Windows version\).](#) 
- [Download my documents \(Non-Windows version\).](#)
This download contains a non-verifiable copy of your eMod package for your records.

Exit

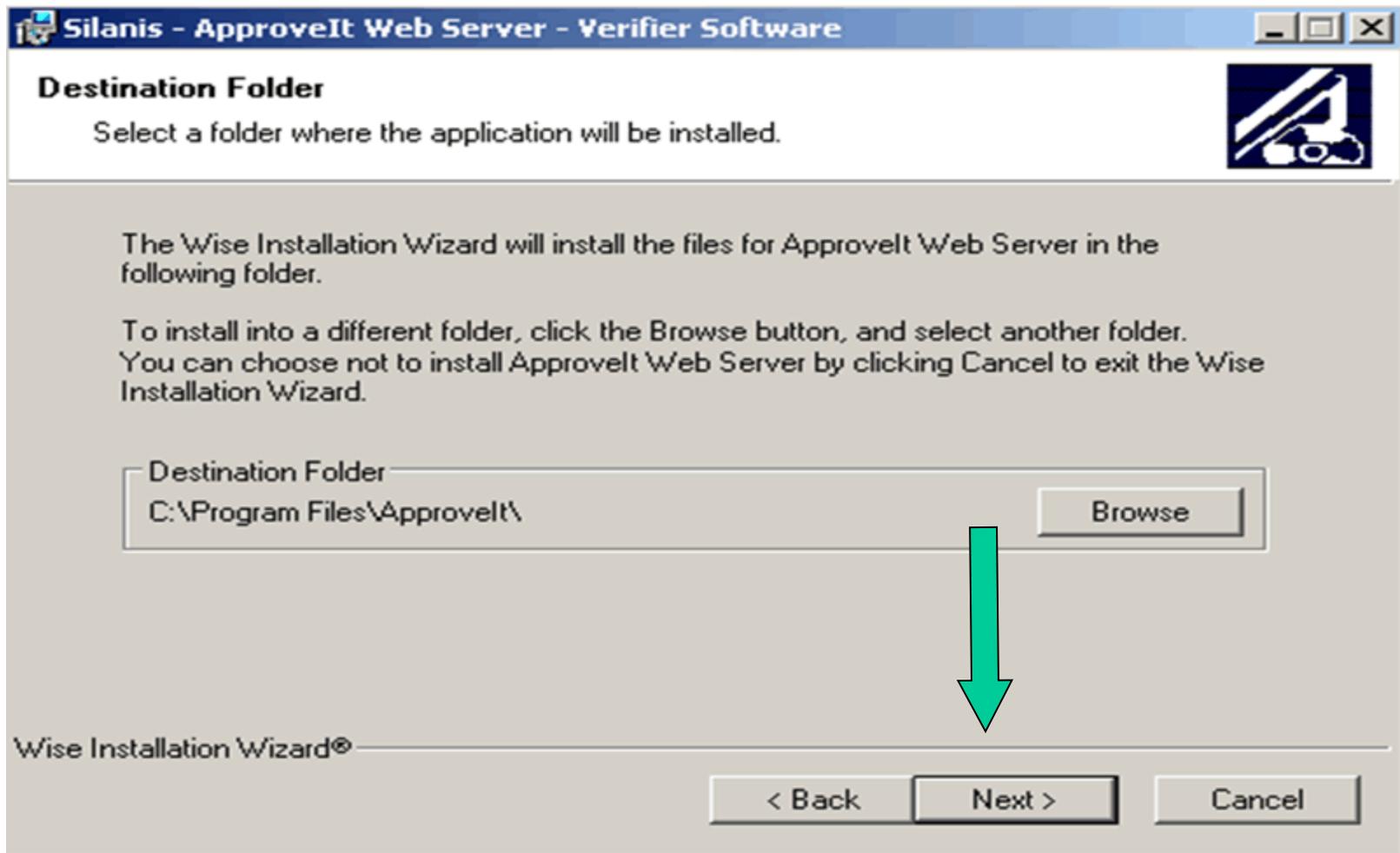
Security



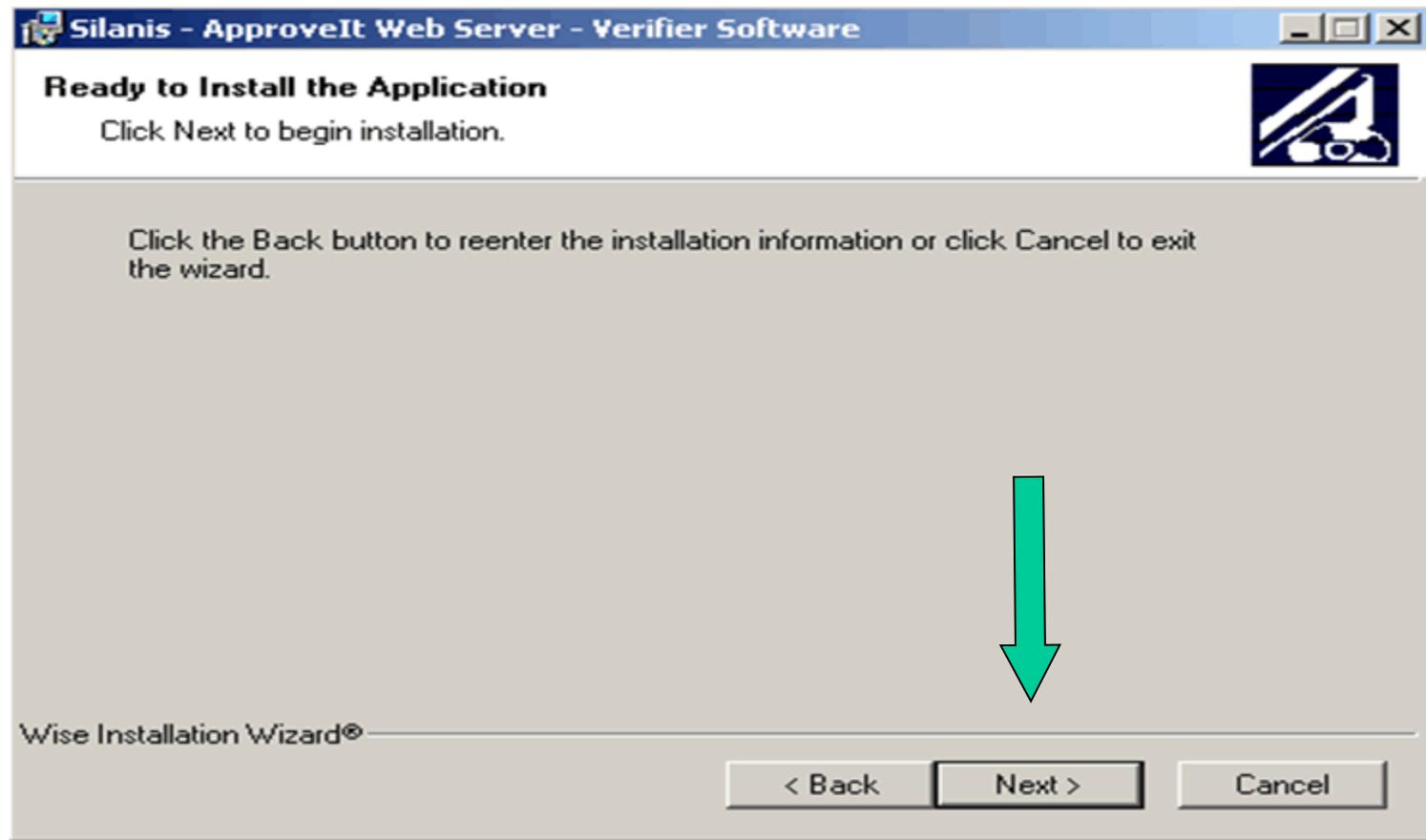
Approvelt Verifier



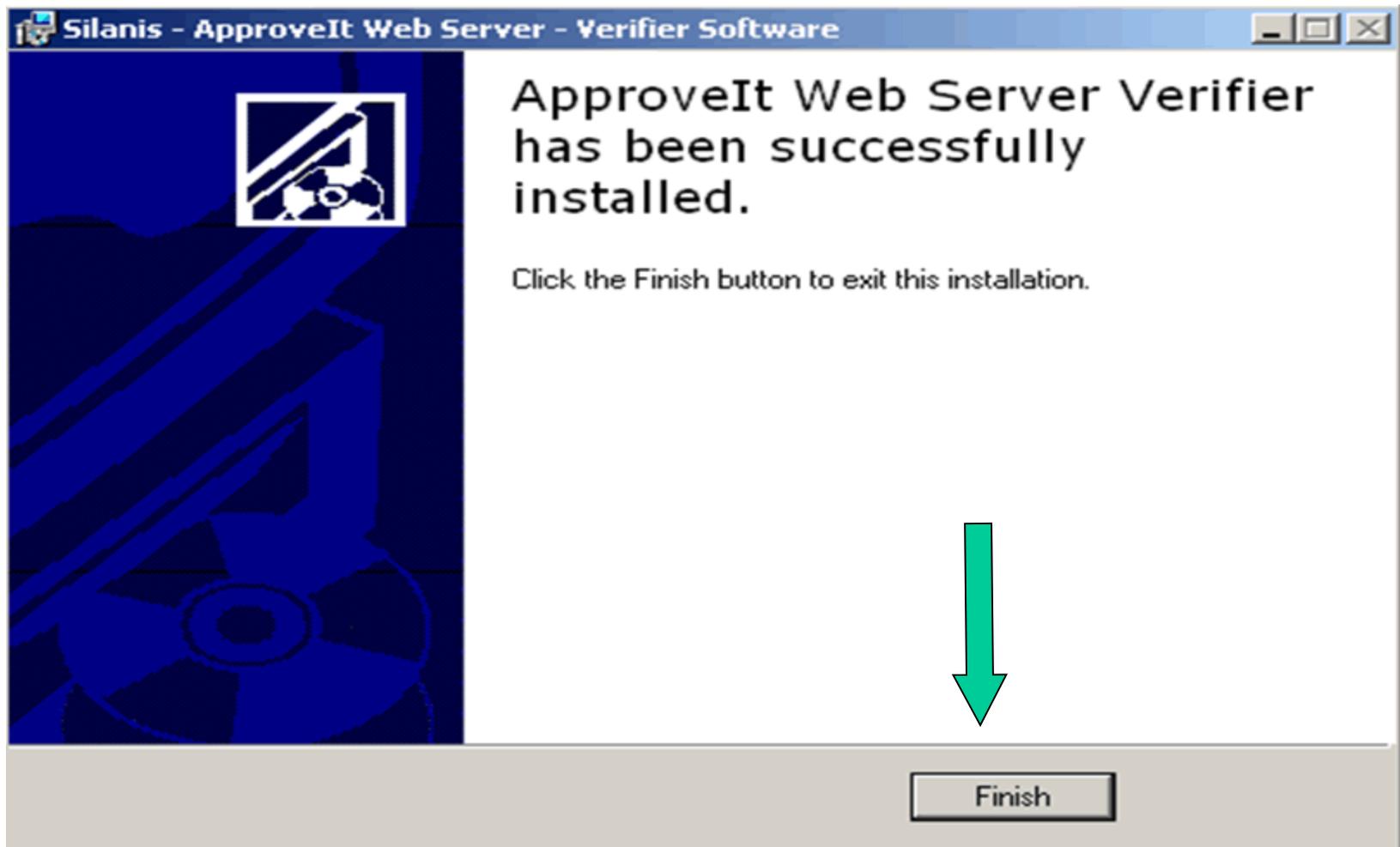
Installation Wizard

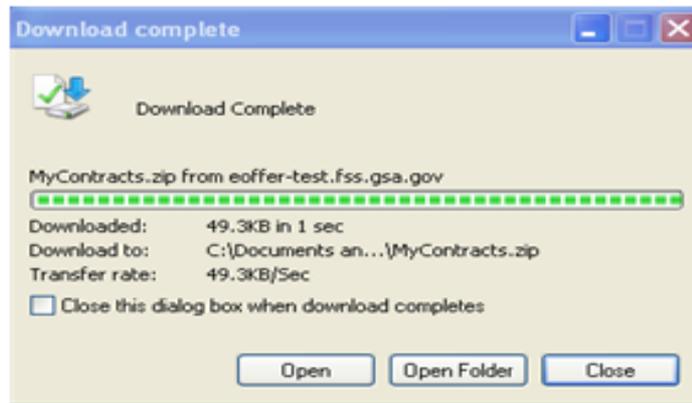
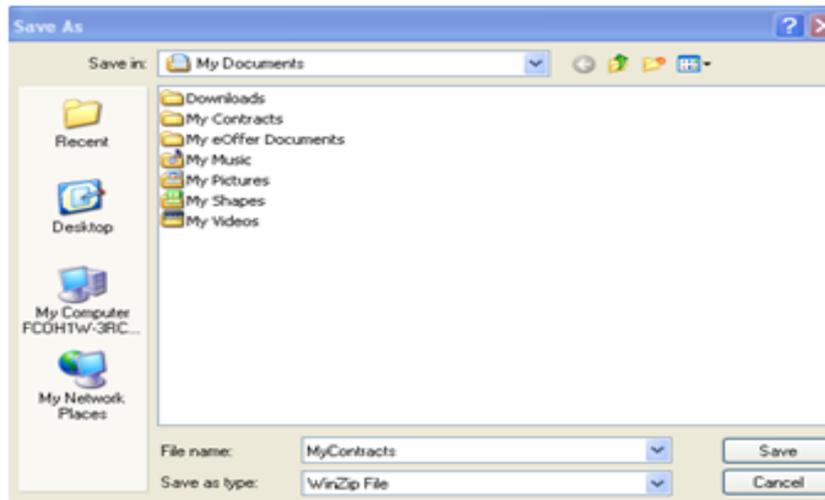


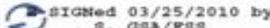
Installation Wizard, contd.



Verifier Installed





SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30				1. REQUISITION NUMBER	PAGE 1 OF
2. CONTRACT NO. GS07F0079W	3. AWARD-EFFECTIVE DATE Refer to 31c	4. ORDER NUMBER	5. SOLICITATION NUMBER FCIS-RA-2009RA-B -- REFRESH #19	6. SOLICITATION ISSUE DATE	
7. FOR SOLICITATION INFORMATION CALL:	8. NAME 100 STREETLAND 2	9. TELEPHONE NUMBER (do not collect calls)	10. OFFER DUE DATE/LOCAL TIME		
9. ISSUED BY 100 STREETLAND 2 STREET-TREE STERLING, VA, 20166	10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE: % FOR <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> (SBA) NAICS: SIZE STANDARD:	11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input checked="" type="checkbox"/> SEE SCHEDULE <input type="checkbox"/> 13a. THIS CONTRACT IS A RATED ORDER UNDER DFAS (15 CFR 700)	12. DISCOUNT TERMS	13b. RATING	14. METHOD OF SOLICITATION <input type="checkbox"/> RFQ <input type="checkbox"/> IFB <input checked="" type="checkbox"/> RFP
15. DELIVER TO ORDERING AGENCY	16. ADMINISTERED BY SEE BLOCK 9	17a. CONTRACTOR/OFFEROR CODE	17b. FACILITY CODE	18a. PAYMENT WILL BE MADE BY ORDERING AGENCY	
17c. INNOVATIVE MANAGEMENT CONCEPTS, INC. 31400 RIDGETOP CIR STE 210 STERLING, VA, 201666511 DUNS Number 1605691807 TELEPHONE NO.	18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM	<input type="checkbox"/> 17d. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER			
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES Solicitation exclusively for AR-RA Testing	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
(Use Reverse and/or Attach Additional Sheets as Necessary)					
25. ACCOUNTING AND APPROPRIATION DATA				26. TOTAL AWARD AMOUNT (for Govt. Use Only)	
<input checked="" type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4, FAR 52.212-9 AND 52.212-8 ARE ATTACHED. ADDENDA		<input type="checkbox"/> ARE		<input type="checkbox"/> ARE NOT ATTACHED	
<input type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4, FAR 52.212-5 IS ATTACHED. ADDENDA		<input type="checkbox"/> ARE		<input type="checkbox"/> ARE NOT ATTACHED	
<input type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.		<input type="checkbox"/> 29. AWARD OF CONTRACT: REP. OFFER DATED _____ YOUR OFFER ON SOLICITATION (BLOCK 5) INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:			
30a. SIGNATURE OF OFFEROR/CONTRACTOR 		31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER) 			
30b. NAME AND TITLE OF SIGNER (Type or Print)	30c. DATE SIGNED	31b. NAME OF CONTRACTING OFFICER (Type or Print)	31c. DATE SIGNED		
AUTHORIZED FOR LOCAL REPRODUCTION PREVIOUS EDITION IS NOT USABLE			STANDARD FORM 1449 (REV. 4/2002) Prescribed by GSA - FAR 148 CFR 153.212		



Review and Questions

- For technical assistance contact the eOffer/eMod Helpdesk at 866-472-9114 OR email us at eoffer@gsa.gov