GSA

Northeast and Caribbean Region

# "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**

(Go to GSA Events on the right hand side of the page and select the training event you want to attend)

**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 or John Naclerio at john.naclerio@gsa.gov at least 10 days prior to the event.**

**Date:**
Wednesday
October 14, 2009

**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:**
6th Floor Conference Room J

**PHOTO ID REQUIRED!**

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

**Contact Information:**

**Email:**
R2.SBUC@gsa.gov

**Telephone:**
212-264-8265