

8(A) SOLE SOURCE DIRECT AWARD PROCESS (\$150,000 to \$4,500,000)

Entity Unique ID: CT49EMG4HQ7 Reference: FAR 19-8

1. Government Agency/Customer (Program Office/Agency) selects contractor.

Customer determines that END TO END COMPUTING meets the contract requirements and provides the best value to the Government and recommends END TO END COMPUTING to the Small Business (SB) Specialist & Contracting Officer (CO) for coordination.

2. Contracting Officer (CO) completes the Offer Letter.

Contracting Officer (CO) completes an Offer Letter to be sent to the Small Business Administration (SBA) containing details regarding the procurement in accordance with (13 CFR 124.502(c) and FAR 19.804-2).

3. CO submits Offer Letter (via email) to SBA representative.

Agency CO submits (via email) the Offer Letter or Proposed Project for 8(a) to the Washington District Office at: dcofferletters@sba.gov and references **Entity Unique ID: CT49EMG4HQ7**.

NOTE: The Washington District Office has a central email address for offer letters. Agencies should send offer letters to dcofferletters@sba.gov.

4. SBA review of company's standing in the 8(a) Program.

The assigned SBA Business Opportunity Specialist reviews the 8(a) firm's status to determine its eligibility to receive the award as well as the firm's capability to perform the project.

SBA has 5 working days to review and approve the request and send it back to the agency CO.

5. Acceptance Letter.

SBA issues a formal notification to the CO that it accepts the requirement into the 8(a) program for Sole Source direct award.

6. Negotiate Requirement.

Once SBA accepts the offer, the Agency CO is authorized to negotiate directly with the firm and award the opportunity.

7. Issue contract to END TO END COMPUTING with 8(a) clauses.

Add SBA District Office to distribution list. 8(a) Clauses: DFARS 252.219-7009, and 252.219-7011 and FAR 52.219-17, 52.219-14, 52.219-8.

NOTE: The SBA Area Director may accept buys over \$4.5M for sole source if no other 8(a) participants are capable of providing the service/item at a fair price. (See 13 CFR 124.506(d))

For more information, contact:
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CERTIFICATIONS

