

What is the Small Business Administration (SBA) 8(a) Program?

The U.S. Small Business Administration (SBA) 8(a) Business Development Program was designed to simplify the federal procurement process for certified business participants, such as **Niyam IT**. The 8(a) Program was developed to enable federal government Program Managers to save time, effort and cost in the procurement process and to protect the interests of small business concerns. Overall, this program serves to preserve free competitive enterprise and to maintain and strengthen the overall economy of our nation.

With projects up to \$4 million for IT services, the 8(a) Program allows for directed contracting without a lengthy competitive process. This allows a project to begin in a timely manner. In speeding up the process, time sensitive projects can get started in days instead of months.

Why Use an 8(a) Contract Vehicle?

Choosing **Niyam IT** allows your organization to work directly with a company that is both experienced and efficient in consulting to develop and implement business technology solutions. The benefits of using an 8(a) contract vehicle include:

»	Significantly faster procurement process – start the project in days instead of months
»	Lower overhead costs - working with smaller businesses
»	Streamlined approach to the project - due to reduction in bureaucracy
»	Ability to procure both goods and services quickly and easily

How to Use an 8(a) Contract:

Following are the steps to use the SBA 8(a) Program to work with **Niyam IT** (as defined in the Code of Federal Regulation, Title 13, Chapter I). **Niyam IT** will assist in each and every step as required.

Step 1: Define scope of project (Sec.124.502(a)).

Step 2: Send letter of intent to SBA district officer (Sec. 124.502(b)).

The written letter of intent to award procurement to **Niyam IT** should be sent to the SBA via email dcofferletters@sba.gov. Please include the following in the letter:

- » A description of the work to be performed with estimated period of performance
- » The NAICS code that applies to the principal nature of the acquisition
- » The anticipated dollar value of the requirement, including options, if any
- » Any special capabilities or disciplines needed for contract performance
- » The type of contract to be awarded, such as firm fixed price, cost reimbursement, or T&M
- » The acquisition history, if any, of the requirement
- » A statement that prior to the offering no solicitation has been issued as a small business or small disadvantaged business set-aside or no other public communication has been made for this
- » Identification of any specific Participant (NiyamIT) that the procuring activity contracting officer nominates for award of a sole source 8(a) contract, if appropriate, including a brief justification for the nomination, such as one of the following:
 - » The Participant, through its own efforts, marketed the requirement and caused it to be reserved for the 8(a) Program
 - » The acquisition is a follow-on or renewal contract to the incumbent

Step 3: SBA accepts offer within 3-10 days of receiving letter of intent (Sec 124.503(a)).

Step 4: Either an SBA delegated contract or a three-party agreement is signed within 3 days of receipt (Sec 124.508(a-c)).

You are DONE! Feel free to call us at the number below, for any question.