

# GSA Proposal Maven Questionnaire

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The following questions are not intended to alarm you or discourage you from pursuing a government contract the only intention is to provide my firm a better view of how I can serve you.

## **Basic Company Information:**

1. What type of supply or service do you provide?
2. How many employees are within the company?
3. Has your company completed your System for Award Management Registration?
4. Does your company have a DUNS Number? If so please provide
5. Does your company have a EIN/TIN? If so please provide
6. Is your company aware of your North American Industry Classification System (NAICS) code? Federal Supply Code? Product Service Code? Commercial and Government Entity Code?
7. Does your company have more than 500 products or labor categories?
8. Are you listed in the Excluded Parties List (EPLS)?
9. Has your company been in business for at least two years? Are you able to provide proof?
10. Does your business have a minimum of \$50,000.00 in sales for the last two years? Are you able to provide documentation?

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11. Does your company have a minimum ratio of 1.5 of assets to liabilities based on current year's financials? Can you provide that documentation?
12. Does your company have a website?
13. Do you currently have a GSA contract, if so provide the contract number.
14. Have you been rejected for a GSA contract, if so provide rejection letter.
15. Have you had a GSA contract cancelled or terminated, if so please explain.
16. What fees are you charging for your products or services?
17. Do you have employees, if so how many?
18. Does your business have uncompensated overtime?
19. Will your business be self- performing, subcontracting or both?
20. Is there an employee benefits program?
21. Do you have a professional compensation plan?
22. Have you completed an Open Ratings Report (Past Performance Report) through Dun and Bradstreet?
23. Are you prepared to maintain a quarterly report?
24. Does your company utilize Quickbooks?
25. Does your company maintain a current commercial pricelist or catalog?
26. Have you completed GSA's Pathways to Success Training?

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27. Have you completed GSA's Readiness Assessment?

28. Which GSA Schedule are you interested in?

### **Personal Information**

1. Have you achieved any degrees or certifications, if so please specify.
2. What is your position within the business, please provide name and title?
3. What is the company address?
4. What year was the business created?
5. Are you interested in contractor teaming arrangements?
6. Do you currently have any business line of credit? If so please specify
7. Do you have a good standing with at least four past clients?
8. What goals do you plan to achieve by obtaining a GSA contract?

You will be provided questionnaire results within two business days

Looking forward to doing business with you soon!

Ilene Giles  
"GSA Proposal Maven"