



Webinar: Breaking Down Federal Solicitations

WHEN:

February 7, 2019
11:00 am - 12:30 pm

WEBINAR

[Register here](#)

Once registered, you'll receive an email - usually within one working day - with instructions on how to join the webinar. If you have not received the email by the day before the webinar, please contact Suzanne Hartnett at 231.929.5068 or Suzanne.Hartnett@networksnorthwest.org

You've found a government opportunity that you want to bid on, what do you do next?

Reading and understanding federal solicitations can be daunting. This webinar will provide guidance on reviewing, analyzing and breaking down a typical federal solicitation. It will cover common language seen on FedBizOpps.gov, such as special notice, solicitation, award, pre-solicitation, sources sought, and fair opportunity/limited sources justification. We also discuss the uniform contract format, key information to make a go/ no go decision, and tips and tricks to ensure you are providing a "responsive" proposal.

Attendees will receive a *Four Step Solicitation Review Process* guidebook and a sample *Solicitation Compliance Matrix Checklist*.

This seminar will cover:

- Key terminology found on solicitations
- Types of solicitations, e.g. RFQ, RFP, IFB
- Different forms used for solicitations
- Uniform Contract Format
- Breaking down a solicitation
- Making a go/no go decision
- Getting help from your PTAC



[Learn More about the PTAC](#)

The Northwest Michigan PTAC is funded in part through a cooperative agreement with the Defense Logistics Agency and in part by the Michigan Economic Development Corporation.