



## **Contracting with Trade and Foreign Agricultural Affairs (TFAA)/Foreign Agricultural Affairs (FAS)**

### **About TFAA/FAS**

The Foreign Agricultural Service (FAS) links U.S. agriculture to the world to enhance export opportunities and global food security. In addition to Washington, D.C., FAS has a global network of nearly 100 offices covering approximately 180 countries. These offices are staffed by agricultural attachés and locally hired agricultural experts for U.S. agriculture around the world. FAS staff identify problems, provide practical solutions, and work to advance opportunities for U.S. agriculture and support U.S. foreign policy around the globe.

### **Our Programs and Services include:**

- Trade Policy - FAS expands and maintains access to foreign markets for U.S. agricultural products by removing trade barriers and enforcing U.S. rights under existing trade agreements. FAS works with foreign governments, international organizations, and the Office of the U.S. Trade Representative to establish international standards and rules to improve accountability and predictability for agricultural trade.
- Market Development and Export Assistance - FAS partners with more than 70 cooperator groups representing a cross-section of the U.S. food and agricultural industry and manages a toolkit of trade promotion programs to help U.S. exporters develop and maintain markets for hundreds of products. FAS also supports U.S. agricultural exporters through export credit guarantee programs and other types of assistance.
- Data and Analysis - FAS's network of global contacts and long-standing relationships with international groups contribute to the agency's unique market intelligence capacity. FAS analysts provide objective intelligence on foreign market conditions, prepare production forecasts, assess export opportunities, and track changes in policies affecting U.S. agricultural exports and imports.
- Food Security - FAS leads USDA's efforts to help developing countries improve their agricultural systems and build their trade capacity. FAS also partners with the U.S. Agency for International Development to administer U.S. food aid programs, helping people in need around the world. FAS's non-emergency food assistance programs help meet recipients' nutritional needs and also support agricultural development and education.

### **What TFAA/FAS Buys**

TFAA/FAS procures a wide variety of supplies, equipment, and services. Some examples include:

- Architect-Engineer (A-E) services
- Books and periodicals
- Chemicals
- Construction: buildings and laboratories
- Facilities management services
- Guard services
- Hay, feed, seed, and grain
- Hazardous waste removal
- Information technology equipment and services



- Janitorial services
- Laboratory/scientific equipment and supplies
- Management and professional services
- Office machines and supplies
- Refuse collection
- Repair and maintenance services
- Telecommunications
- Tractors and other farm vehicles/equipment

### **Common Ways that TFAA/FAS Buys What It Needs**

- Requirements up to and including \$5,000 may be filled directly by purchase card holders.
- For requirements over \$5,000 but less than \$25,000, USDA Departmental Administration (DA), Office of Contracting and Procurement (OCP), Procurement Operations Division (POD) will garner a minimum of three quotes to ensure reasonable competition.
- Proposed contract actions of \$25,000 and higher are synopsisized on the [SAM Contract Opportunities page](#) (unless an exception applies) or use established sources/ ordering vehicles. The automated [Procurement Forecast](#) provides information regarding possible opportunities of \$25,000 and higher as well as a contact to obtain further information. The USDA DA, OCP, POD serves as the contracting office for FAS.

### **Capability Statements**

Firms or individuals wishing to do business with TFAA/FAS should provide a capability statement identifying their areas of expertise. Capability statements should be sent to the contracting office(s) servicing the geographical area in which you wish to do business or can be provided at the [Vendor Capability Submission Portal](#). Your firm should provide enough supplemental information to ensure that your firm's products and capabilities can be fully understood.

### **Subcontracting Opportunities**

Recognizing that small firms often do not have the capability to perform as prime contractors on certain large contracts, TFAA/FAS promotes the involvement of small businesses at the subcontracting level. Special contract clauses may be included in a large prime contract that requires the prime contractor to maximize the participation of small businesses through subcontracting opportunities.

The Small Business Administration (SBA) provides helpful information, resources, and links for businesses interested in [prime and subcontracting](#).

### **Resources**

For additional information of conducting business with the Federal Government please visit the following web sites:

- [USDA Office of Small and Disadvantaged Business Utilization \(OSDBU\)](#). Contracting with USDA.
- [System for Award Management \(SAM\)](#). SAM registration will allow you to bid on government contracts and apply for federal assistance.
- [General Services Administration \(GSA\)](#). Become a Federal Contractor. Register to apply for [federal supply schedules \(FSS\)](#) to obtain access to federal contracting opportunities.



- [Small Business Administration \(SBA\)](#). Learn about becoming a registered federal small business contractor with the Small Business Administration programs.
- [NASA SEWP](#). Create a SEWP account to view, submit and review federal opportunities as a Government Contractor
- [NITAAC CIO-SP3](#). Review for partnering opportunities with existing contract holders.
- [FPDS-NG ezSearch](#). Enter ezSearch criteria (contract number, vendor name, federal agency, etc.) to find completed contracts that may become available as “re-compete” contracts. Then contact the USDA, DA, OCP, POD Small Business Specialist for additional information about the opportunity.

If you have any questions, please e-mail [Danielle.Knipper@usda.gov](mailto:Danielle.Knipper@usda.gov).

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