

# 8 Steps to award an 8(a) Sole Source Direct Award

Here is the process for sole-sourcing with Digital Charter, an SBA certified 8(a) minority-owned small business.

Just follow this simple process to leverage a sole-source direct award with your partner of choice: Digital Charter (DCIT)!



Our commitment to **partnership over consulting** drives us to deliver service excellence.

## Why use an 8(a) contract vehicle?

Choosing our 8(a) firm allows your organization to work directly with a company that is both experienced and efficient in consulting to develop and implement services such as Digital Transformation, DevSecOps, and Management Consulting.

8(a) contract vehicle benefits:

- Significantly faster procurement process – start the project in days, not months.
- Procure both goods and/or services.
- Streamlined approach to the project - due to reduction in bureaucracy.
- Awards cannot be protested.

**Through SBA's 8(a) program, Digital Charter can accept direct award 8(a) contracts up to \$4.5 million. (FAR 19.8)**

## SBA Point Of Contact

U.S. Small Business Administration  
100 S. Charles Street, Suite 1201  
Baltimore, MD 21201

**Denise Hayes**  
Business Opportunity Specialist  
Office (410) 244-3329  
denise.hayes@sba.gov

1

Contact DCIT to discuss project details such as price estimates, scope, time frame, and technical requirements.

2

Contact your Contracting Officer, provide a package that includes requirements description, estimated period of performance, applicable NAICS code, anticipated dollar value, etc.\*

3

Contracting Officer sends an Offering Letter to the SBA for permission to conduct direct award negotiations with DCIT.

4

SBA confirms eligibility of DCIT and authorizes negotiations.

5

Negotiations between DCIT and the Contracting Officer can begin.

6

Following completion of negotiations, Contracting Officer prepares a contract award document and sends it to DCIT for signature.

7

Once the signed contract from DCIT has been received, your Contracting Officer can sign the contract and send it to SBA.

8

All steps completed and contract performance can now begin.

*\*DCIT can help prepare the requirements.*

## CODES & REGISTRATIONS

### Socioeconomic Status:

SBA 8(a) Minority-Owned Small Business

**CAGE CODE:** 853R2

**UEI NUMBER:** TL8HJ4HPA318

**NAICS:** 541519\*, 541511, 541512, 541611, 541618, 541990, 541330, 611420

## CONTRACT VEHICLES



**MAS:** 47QTCA22D004U  
**SINS:** 54151S, 541611, 518210C  
8(a) Sole Source Pool

## FOR MORE INFO:



## POINTS OF CONTACT



**Tarik Mahfoudi, CEO**  
tmahfoudi@digitalcharter.com



**Inder Singh, CGO**  
isingh@digitalcharter.com