



# SBA 8(a) Business Development Program

## Overview

### 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 8(a) Contract Vehicles?

Choosing Niyam allows your organization to work directly with a company that is both experienced and efficient in developing and implementing business technology solutions. There are several benefits to using an 8(a) contract vehicle to work with us, including:

- Faster procurement process (days vs. months)
- Lower overhead costs by working with smaller businesses
- A streamlined approach due to less bureaucracy
- Quicker, easier procurement of goods and services

## The 8(a) Contract Process

Below are the 4 steps required to work with Niyam using the SBA 8(a) Program (as defined in the Code of Federal Regulation, Title 13, Chapter I). We are happy to assist in each and every step as required.

**Step One:** Define the project scope [Sec. 124.502(a)].

**Step Two:** Send letter of intent to the SBA district officer [Sec. 124.502(b)].

The written letter of intent to award Niyam procurement should be emailed to the SBA at [dcofferletters@sba.gov](mailto:dcofferletters@sba.gov). Please include the following in the letter:

- 1) A description of the work to be performed with estimated period of performance
- 2) The NAICS code that applies to the principal nature of the acquisition
- 3) The anticipated dollar value of the requirement, including options, if any
- 4) Any special capabilities or disciplines needed for contract performance
- 5) The type of contract to be awarded, such as firm fixed price, cost reimbursement, or T&M
- 6) The acquisition history, if any, of the requirement
- 7) 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
- 8) Identification of any specific Participant (Niyam IT) 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:

- a) The Participant, through its own efforts, marketed the requirement and caused it to be reserved for the 8(a) Program
- b) The acquisition is a follow-on or renewal contract to the incumbent

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

**Step Four:** SBA delegated contract or a three-party agreement is signed within 3 days of receipt [Sec 124.508(a-c)].

## Have Questions?

For more information about working with us through the SBA 8(a) Program, or to get assistance with any step in the process, please contact Kurt Whiting at 703-429-2450 or email [kwhiting@niyamit.com](mailto:kwhiting@niyamit.com).

## About Us

Since our founding in 2007, Niyam IT has developed an impressive record of successful outcomes, earning our status as the go-to provider of innovative IT solutions.

Today, Niyam sits at the vanguard of the IT industry, delivering state-of-the-art, mission-critical technologies to federal agencies and the public marketplace.

We specialize in designing and deploying solutions tailored to meet the demands of five major domains: Emergency Preparedness & Response, Natural Resource Management, Law Enforcement & Justice, Public Health, and Global Citizen Services. Our solutions are proven to accelerate collaboration, increase efficiency, and consistently provide rapid, breakthrough results – all while remaining conscious of shifting timelines and budgets.

At Niyam, we pride ourselves on our commitment to lasting relationships. We push the limits of technology to achieve breakthrough results for every client, anticipating their needs today to ensure they have the right solutions for tomorrow and beyond.



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SBA Certified 8(a) | SBA Certified HUBZone

CMMI DEV LVL 3

ISO 9001:2015 | ISO/IEC 20000-1:2018 | ISO/IEC 27001:2013

EFFECTIVE SOLUTIONS. MEASURABLE OUTCOMES.