The DC Procurement Technical Assistance Center (DC PTAC) is a program within the District of Columbia Department of Small and Local Business Development (DSLBD).

DC PTAC works to help businesses successfully compete in the federal, state, and local government marketplace. DC PTAC serves as the bridge between buyer and supplier, bringing to bear knowledge of both government contracting and the capabilities of contractors to maximize fast, reliable service to our government with better quality at no cost.

**OUR SERVICES INCLUDE:**
- One-On-One Counseling
- Contract Research
- Market Plan Assistance
- Proposal Assistance
- Workshops and Seminars
- Networking and Outreach Events
- Subcontracting and Prime Contracting Matchmaking
- Certification, Verification, and Registration
- Post-Award Assistance and Counseling

**WHO WE SERVE**

Navigating the procurement process can be overwhelming. DC PTAC offers local DC-based small businesses with the personalized resources and confidence needed to successfully enter the world of government contracts.

**ARE YOU READY?**

- Is your business registered with the DC Department of Consumer & Regulatory Affairs (DCRA)?
- Does your business have a completed business plan?
- Has your business been in existence for at least 6 months?
- Does your business have a registered Data Universal Numbering System (DUNS) number?
- Has your business completed or is it currently engaged on a commercial or government contract?

**CONTRACT DOLLARS (ANNUALLY)**

- Micro (2-14 Employees)
- Small (15-49 Employees)
- Medium (50-499 Employees)
- Large (500+ Employees)
- Independent (No Employees)

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<th>Year</th>
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<tr>
<td>FY 2013</td>
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At DC PTAC we realize that one approach does not work for all. Like contracts, every small business is different and should be strategically addressed. Hence, each step of our approach is tailored to meet your small business goals and challenges.

**STEP 1: CONNECT**

The initial connection and introduction to DC PTAC services is made. A Procurement Technical Assistant Specialist is assigned to your account and an initial one-on-one counseling session is scheduled to further discuss your needs.

**STEP 2: ASSESS**

The initial one-on-one counseling session takes place whereby our team evaluates your situation and need. We also assess your procurement readiness and how your business is postured to do business with federal, local, and state government.

**STEP 3: PLAN**

A tailored acquisition strategy is prepared following the assessment covering the following DC PTAC services:
- Contract Research
- Bid Matching
- Marketing Plans
- Subcontracting
- Proposal Preparation
- GSA Schedules
- Certifications, Registrations, and Verifications

**STEP 4: PERFORM**

The acquisition strategy is finalized and implemented. Our team leverages our network of resource partners to provide you with insight, tools and resources.

**STEP 5: PROSPER**

The contract award is made. DC PTAC continues to provide relevant business opportunities and training for our clients. We also make it a point to keep our eyes out for additional business opportunities and trainings for our clients.

**CLIENT TESTIMONIALS**

“Since working with DC PTAC, we consider them to be a priority destination for educational engagement and information for prospective contractors.”

-Marcus Benefield
Sr. Management Program Analyst, Federal Aviation Administration

**ABOUT DC PTAC**

The DC Procurement Technical Assistance Center (DC PTAC) is a program provided by the District of Columbia Department of Small and Local Business Development (DSLBD). The PTAC team provides DC-based small businesses with free, personalized counseling, and competitive insight for navigating federal and local government contracting processes successfully.

**CONTACT US**

Start building your business today! Find out more about how DC PTAC can support your business by scheduling a one-on-one counseling session.

**Phone Number:** 202.727.3900  
**Website:** www.dslbd.dc.gov/PTAC  
**Office Hours:** Monday through Friday 8:30 am – 5:00 pm  
**Address:** 441, 4th Street, NW, Suite 850 North, Washington, DC 20001