

The GovCon *Credibility* Checklist

Before a contracting officer or prime opens your proposal, they vet you. This is the quick pass we run for small IT and software firms. Tick every box before you bid.

01 Registrations & identifiers

- SAM.gov registration is **Active** (not expired) and renewed annually
- Unique Entity ID (UEI) assigned and shown on your materials
- CAGE code assigned
- Reqs & certs in SAM are current
- Primary NAICS codes are correct (e.g. 541511 / 541512 / 541519 / 518210)

03 Capability statement

- One page, current, and easy to skim
- Includes UEI, CAGE, NAICS, and contact info
- Core competencies, differentiators, and past performance
- Saved as a clean, emailable PDF

05 Past performance & positioning

- References / CPARS ready to share (commercial counts when you are new)
- Know which set-aside programs you qualify for (8(a), HUBZone, SDVOSB, WOSB/EDWOSB, VOSB)
- Certified for the programs you claim

02 Online presence (what a CO sees first)

- Site states what you do and who you serve above the fold
- Recently updated; no stale "last touched in 2021" signals
- Fast, mobile-friendly, and accessible
- LinkedIn and listings match your site and NAICS

04 Compliance posture

- If you handle CUI: a System Security Plan (SSP) and POA&M exist
- NIST SP 800-171 self-assessment score posted in SPRS
- Aware of your required CMMC level and timeline
- Deliverables meet Section 508 / WCAG 2.1 AA

Want this *done for you*?

SAM setup, capability statement, NIST 800-171 / SPRS, and a site that holds up to scrutiny.

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