



Contracting with Food and Nutrition Service (FNS)

About FNS

The FNS Contracts Management Division (CMD) supports the 16 Nutrition Assistance Programs. Of the 16 Programs, FNS has four (4) major program areas:

- [Child Nutrition Programs \(CNP\)](#) help ensure that children have access to nutritious meals and snacks in schools, summer programs, childcare centers and homes, and afterschool programs.
- [Center for Nutrition Policy and Promotion \(CNPP\)](#) works to improve the health and well-being of Americans by developing and promoting dietary guidance that links scientific research to the nutrition needs of consumers.
- [Supplemental Nutrition Assistance Program \(SNAP\)](#) helps-low-income households across the country purchase food. It provides a monthly benefit that helps families and individuals buy the food they need for good health. The benefit is provided based on income, resources, and the number of individuals in the household. Electronic Benefit Transfer (EBT) cards are used to receive the benefit and can be used similar to debit cards at participating food stores.
- Supplemental Nutrition and Safety (SNAS) oversees a diverse portfolio of programs that support nutrition security across all life stages including the [USDA Foods distribution programs](#) and the [Special Supplemental Program for Women, Infants, and Children \(WIC\)](#), food safety, and disaster assistance.

What FNS Buys

FNS procures a variety of services. FNS's requirements typically fall under six (6) primary NAICS categories:

- 54 (Professional, Scientific, and Technical Services)
- 49 (Postal Service, Courier/Messenger, Warehousing)
- 56 (Administrative and Support and Waste Management and Remediation Services)
- 33 (Manufacturing (Metals, Machinery, Computer, Electronics Electrical Transportation Equipment, Furniture, Miscellaneous))
- 51 (Information)
- 22 (Utilities)

Common Ways that FNS Buys What It Needs

- Requirements up to and including \$10,000 may be filled directly by purchase card holders. These purchase requirements do not go through the regional procurement offices. However, capabilities statements can be forwarded to cardholders throughout the regional procurement office.
- For requirements over \$10,000 but up to \$25,000, the regional procurement offices will garner a minimum of three quotes to ensure reasonable competition. Contact the Small Business Coordinator at a regional procurement office to check on current requirements.
- Proposed contract actions expected to exceed \$25,000 are synopsized 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.

Capability Statements

Firms or individuals wishing to do business with FNS 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, FNS 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](#)
- Doing Business with FNS [Doing Business with FNS | Food and Nutrition Service \(usda.gov\)](#)
- System for Award Management – [Registering as a Government Contractor](#)
- General Services Administration – [Sell to the Government](#)
- SBA – [Become a Federal Contractor](#)

If you have any questions, please e-mail SM.FN.smallbusiness@usda.gov.

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