

# Air Force Test Center



The Air Force Test Center, headquartered at Edwards Air Force Base, Calif., conducts developmental test and evaluation of air, space and cyber systems to provide timely, objective and accurate information to decision makers. The AFTC has oversight of work carried out at three primary locations across Air Force Materiel Command, including:

**412th Test Wing** - Edwards Air Force Base, CA

**Arnold Engineering and Development Complex** -  
Arnold Air Force Base, TN

**96th Test Wing** - Eglin Air Force Base, FL

<http://www.edwards.af.mil/>

<http://www.arnold.af.mil/>

<http://www.eglin.af.mil/>



## More Info on Small Business

Visit SBA at [sba.gov](http://sba.gov) for more info on the following types of small businesses:

Small Business (SB)

Small Disadvantaged Business (SDB)

8(a) Business

HUBZone Business

Veteran Owned Small Business (VOSB)

Service Disabled Veteran Owned Small  
Business (SDVOSB)

Woman Owned Small Business (WOSB)

Economically Disadvantaged Woman  
Owned Small Business (EDWOSB)

and more.....

For further assistance, contact an Air Force  
Small Business Specialist near you!

<http://www.airforcesmallbiz.org/assistance/locate-small-business-specialist.php>



Small Business Office  
AFTC/SB  
Edwards AFB, CA 93524  
(661) 277-3640



[AFTC.DesertOpportunities@us.af.mil](mailto:AFTC.DesertOpportunities@us.af.mil)

<https://www.facebook.com/AFTCSBO/>

**Doing Business  
with the Air  
Force Test  
Center!**

### *Quick Links*

*System for Acquisition Management:*

<http://www.sam.gov>

*Federal Acquisition Regulation:*

<https://www.farsite.hill.af.mil>

*Federal Business Opportunities:*

<http://www.fbo.gov>

*Procurement Technical Assistance:*

<http://www.aptac-us.org>

# Steps to Doing Business with the Air Force Test Center

1. Classify Your Product or Service
2. Obtain a D-U-N-S Number
3. Check the SBA Size Standards
4. Get Registered in SAM
5. Become Familiar with the FAR
6. Monitor Federal Opportunities
7. Seek Assistance from the PTAC
8. Send a capabilities statement to AFTC Small Business Office  
aftc.sb@edwards.af.mil

## **Classify Your Product or Service**

DoD acquisition professionals use the North American Industry Classification System (NAICS) to identify products by manufacture type. To find the NAICS code for your product, visit [www.census.gov/eos/www/naics](http://www.census.gov/eos/www/naics) .

## **Obtain a D-U-N-S Number**

Unlike NAICS numbers which identify your products or services, D-U-N-S numbers, issued by Dun & Bradstreet, uniquely identify vendors. D-U-N-S numbers can be obtained (at no charge) by visiting <https://iupdate.dnb.com> or calling (866) 705-5711.

[updated 05 Nov 19]

## **Check the SBA Size Standards**

The Small Business Administration (SBA) establishes size standards for each NAICS code based on either the number of employees or the average annual receipts over the past 3 years. A potential vendor should check the size standard to confirm whether it is considered a small business for a particular NAICS code at <http://www.sba.gov/content/small-business-size-standards>

## **Get Registered in SAM**

Registering, free of charge, with the System for Award Management (SAM) at <http://www.beta.sam.gov> is a MUST! SAM combines several formerly required systems such as Central Contractor Registry (CCR), Online Representations & Certifications Application (ORCA) and Excluded Parties List System (EPLS).

To register in SAM, a company needs to have a Tax Identification Number (TIN). Check [http://www.irs.gov/Individuals/International-Taxpayers/Taxpayer-Identification-Numbers-\(TIN\)](http://www.irs.gov/Individuals/International-Taxpayers/Taxpayer-Identification-Numbers-(TIN)) for more information.

When a firm first registers in SAM, a Commercial and Government Entity (CAGE) code is automatically assigned.

This is the most important step in doing business with the Federal Government since registration in SAM, with very limited exceptions, is mandatory prior to award!

## **Become Familiar with the FAR**

The Federal Government's procurement activities are governed by a standardized body of rules known as the Federal Acquisition Regulation (FAR) which is supplemented by the Department of Defense and its agencies. Often clauses and provisions of the FAR and its supplements are incorporated into contracts. For this reason, all potential Government contractors should understand the FAR. Visit <https://www.farsite.hill.af.mil> for more info.

## **Monitor Federal Opportunities** ***FBO.gov is retired!***

It is easy to find out which agencies have purchased the types and products a company sells. Select "Contracting Opportunities" @ <http://www.beta.SAM.gov> is the Federal Government's designated portal for advertising government-wide information about Federal contract solicitations and awards estimated over \$25,000.

## **Seek Assistance from the PTAC**

Funded by the Department of Defense, Procurement Technical Assistance Centers (PTACs) are a nationwide network of centers devoted to providing practical, hands-on assistance for small businesses seeking Government contracts.

PTACs provide assistance at every stage, from identifying potential customers and developing a marketing plan to understanding the bid process and complying with applicable regulations. For a list of PTACs and for more information, visit <http://www.aptac-us.org> today!