



GSA eBuy is Mobile Ready for GSA Contractors

The General Services Administration (GSA) is preparing to launch eBuy Mobile service capabilities. GSA Contractors will now have the ability to access and utilize capabilities specific to their mobile devices. These services provide mobile friendly access to active Request for Quote (RFQ) and Request for Information (RFI) associated with their contract(s).

The mobile service capabilities are the first release under the eBuy mobile initiative, to enable access to critical functions by the use of mobile devices. This initiative is specific to added features accessible for "Sellers". The mobile application will be accessible via iOS and Android platforms (iPhone, iPad, and Android devices including tablet versions of the devices). eBuy vendors now have the ability to access RFQ information associated with their contract(s) remotely through their mobile devices. Launch the URL <https://www.ebuy.gsa.gov/mobile/login> from a mobile device, bookmark the URL and add to your home screen for future access. To view attachments connected to RFQ or prepare or submit quote, users must log in to the eBuy web application. The eBuy web application serves as the official system for receiving and submitting quote information.

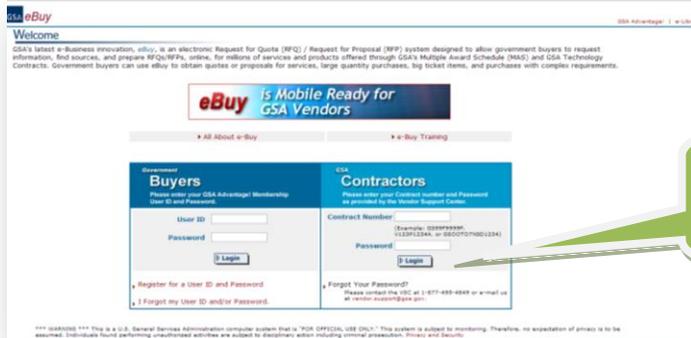
The application is also intended to send alert or notify the users/contractors, based on these critical functions:

- New Request For Quote (RFQ)/Request For Information (RFI)
- Modified RFQ/RFI
- Cancelled RFQ/RFI
- Received Quote
- Award / No Award
- e-Buy Outage - RFQ/RFI Extension Notices

Through their mobile devices (smart phones and tablets) GSA contractors will receive push notifications via SMS text messages, to alert them of any change of RFQ/RFI information associated with their contracts. The contractors will be required to register their cellular numbers in order to receive SMS text messages. Please visit <https://www.ebuy.gsa.gov> for completing the registration process. Your carrier SMS service must be enabled in order to receive text messages. Registering a cellular number can be done by following the steps below.



Step 1-From the eBuy Login screen, login by entering your contract number and password.



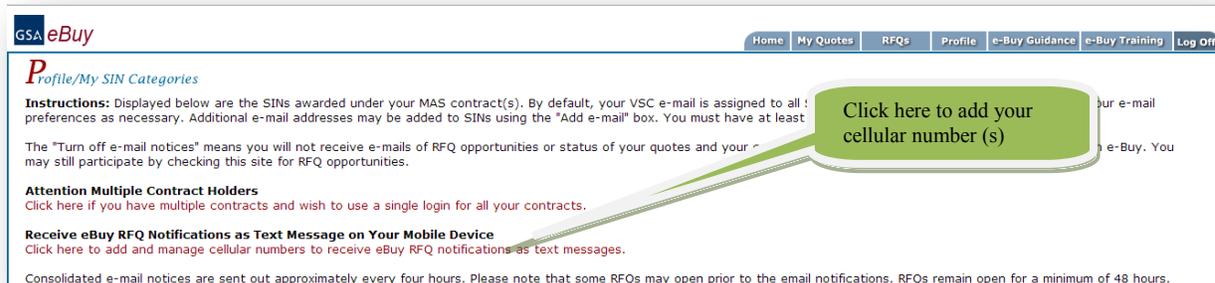
Enter Contract Number and Password

Step 2- After login, click on "Profile" tab from the Contractors RFQ Opportunities page and go to the Seller profile screen.



Click on Profile Tab

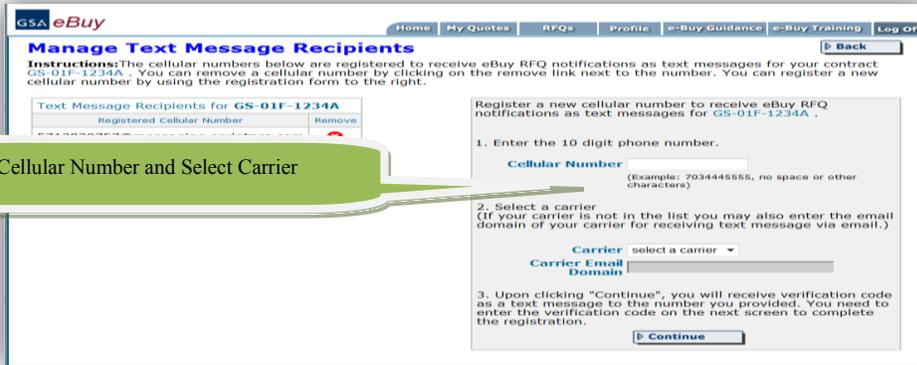
Step 3- Click on the hyperlink titled: "Click here to add and manage cellular to receive eBuy RFQ notifications as text messages."



Click here to add your cellular number (s)



Step 4- Enter your cellular number and telephone carrier and click continue. (Note: If your carrier is not a part of the dropdown, choose other from the drop down and enter your carrier domain as an input for Carrier Email Domain (ex. For Verizon, enter @vtext.com).



Step 5- Upon completing Step 4, Do not CLOSE or LOGOUT from the application. The next step is to enter verification code, this need to be done within the same user browser/login session. You will receive a verification code, as a SMS text message on your cellular phone. Enter the verification code and click Submit.



Step 6- Verify that your cellular number has been entered by verifying that your number is on the list of the “Registered Cellular Number” table on the “Manage Text Message Recipients” screen.



You have now registered your cellular phone and will begin receiving RFQ notifications. Note: If you need technical assistance, please contact the Vendor Support Center.