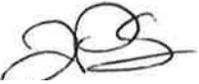


MEMORANDUM

DATE: April 1, 2020

TO: Purchasing Offices  
Departments, Institutions, Agencies  
Commonwealth of Virginia

FROM: J. Peter Stamps   
Director, DGS/Division of Purchases and Supply

SUBJECT: GSA Schedules

Please be advised that as a result of the COVID-19 public health emergency order issued by President Trump March 13, 2020, state agencies may take advantage of the U.S. General Services Administration's (GSA) schedules for non-technology purchases. However, the GSA has received reports of companies fraudulently claiming to be GSA vendors. These vendors are attempting to exploit concerned purchasers into paying exorbitant prices for products associated with COVID-19.

If a supplier claims to be a GSA vendor, please verify by checking prices and details on [GSA Advantage!](#)<sup>®</sup> or validate the contract number and supplier details on the [GSA eLibrary](#) vendor database. Even if information seems credible, please take a moment to verify.

If you have questions or suspect fraudulent activity or price gouging by companies claiming to be GSA vendors, please contact GSA's National Customer Service Center by phone at (800) 488-3111 or by email at [NCSCcustomer.service@gsa.gov](mailto:NCSCcustomer.service@gsa.gov).

Contact your DGS/DPS Procurement Management Account Executive with any questions or concerns <https://dgs.virginia.gov/procurement/policy-consulting--review/find-my-account-executive/>.