

# What Is a Pre-Solicitation and Why It Matters

A pre-solicitation is a notice issued by a government agency before a formal solicitation (RFP, RFQ, or IFB) is released. It signals that an agency intends to procure goods or services and provides early insight into the agency's needs, timeline, and procurement strategy.

For prepared businesses, pre-solicitations offer a critical opportunity to position early, influence outcomes, and improve competitiveness before bids are due.

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## What Information Does a Pre-Solicitation Include?

Pre-solicitation notices may include several types of information:

- A high-level description of the required goods or services
- Anticipated NAICS code and set-aside status
- Estimated contract value or range
- Expected solicitation release date
- Contract type (fixed-price, IDIQ, etc.)
- Agency contact information
- Instructions for submitting questions or capability statements

Not all pre-solicitations contain full details, but even limited information is valuable when used strategically.

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## Why Pre-Solicitations Matter

Pre-solicitations matter because they allow businesses to do several things:

- Prepare in advance instead of reacting to short deadlines
- Assess bid-readiness early
- Identify teaming or subcontracting needs
- Align certifications, NAICS codes, and past performance
- Develop pricing and staffing strategies ahead of time
- Engage agencies professionally before release

**In many cases, decisions about solicitation scope, structure, and set-asides are finalized before the solicitation is released.**

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## How Businesses Can Use Pre-Solicitations Strategically

Businesses can leverage pre-solicitations to submit capability statements (when permitted), ask clarifying questions through proper channels, identify prime or subcontractor roles, begin internal compliance and documentation preparation, and decide early whether to pursue or pass on opportunities.

Early engagement reduces risk and improves proposal quality.

## **Common Mistakes to Avoid**

- Ignoring pre-solicitations and waiting for the final RFP
- Assuming pre-solicitations are “informational only”
- Contacting agencies improperly or outside allowed channels
- Failing to align NAICS codes or certifications in advance
- Waiting too long to identify teaming partners

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## **How Quin-Z Supports Pre-Solicitation Strategy**

We help clients:

- Monitor pre-solicitation notices
- Evaluate readiness and fit
- Prepare compliant capability statements
- Develop early bid strategies
- Identify teaming or subcontracting opportunities
- Plan proposal timelines and compliance requirements

**NOTE:** *Quin-Z provides strategic and administrative support. We do **NOT** provide legal advice or represent clients before agencies.*