How to Register for an Account in the Lease Offer Platform (LOP)

Navigate to the Lease Offer Platform Homepage (LOP.gsa.gov). Click 'Registration' in the top right corner of the page.

Note: you will use the same login credentials for both AAAP and RSAP.

GSA   LOP HELP   REGISTRATION

GSA's Lease Offer Platform

The **Lease Offer Platform (LOP)** provides the opportunity for building owners and building owner representatives to electronically offer building space to the Federal Government. The offer submission process is completely web-enabled, allowing all registered participants to submit and update offers for lease space to the Federal Government within specified timeframes, in response to a Request for Lease Proposal (RLP) package. The **Lease Offer Platform** consists of the:

Automated Advanced Acquisition Platform (AAAP)

CLICK HERE to login, learn more, and enter an offer for AAAP if:

- You are responding to an ad that specifies the AAAP as the procurement method

OR

- You want your offered space available for any current or future government requirements tasked to the AAAP

Requirement Specific Acquisition Platform (RSAP)

CLICK HERE to login, learn more, and enter an offer for RSAP if:

- You are submitting an offer in response to a unique Request for Lease Proposals (RLP), issued for a specific agency requirement (not AAAP)

AND

- The RLP requires offers to be submitted through the RSAP application

Who Are We?

The GSA is an independent agency of the United States government, established in 1949 to help manage and support the basic functioning of federal agencies, to include leasing space for federal agencies, so that government employees have space to perform their work. Today's GSA lease portfolio consists of more than 8,000 leases, consisting of about 192 million RSF with a total contract value exceeding 5.6 billion dollars in annual rent.

For more information about the GSA's Lease Offer Platform and the different lease submission platforms (AAAP & RSAP), click the FAQs and Help sections at the top of the page or email Lop.Manager@gsa.gov

Complete the Offeror Registration Page:

Note: required fields are marked with a red asterisk (*).

Select your States of Interest by clicking the state names and then clicking the right-facing arrow:

States of Interest *

Available
NCR
Alabama
Alaska
Arizona

Chosen

By clicking the 'Register' button below, you confirm that you have read and agree with the Privacy and Security Policy

Register   Reset

For AAAP, your states of interest will determine which RLPs are available for you to select when you begin the offer process, as AAAP RLPs are specific to geographic regions.
For RSAP, your answer to this question will not affect which solicitations you may respond to.

Review the Privacy and Security Policy, and click Register at the bottom of the page.
You will then receive an email from LOP.Manager@gsa.gov with your username and a temporary password.

Note: your username will be your email address and passwords are case sensitive.

Your LOP login credentials can be used to access both AAAP and RSAP. To log in to one of the platforms, click on the corresponding box on the LOP Homepage:

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You will be taken to either the AAAP Homepage or the RSAP Homepage, depending on which you selected in the step above.
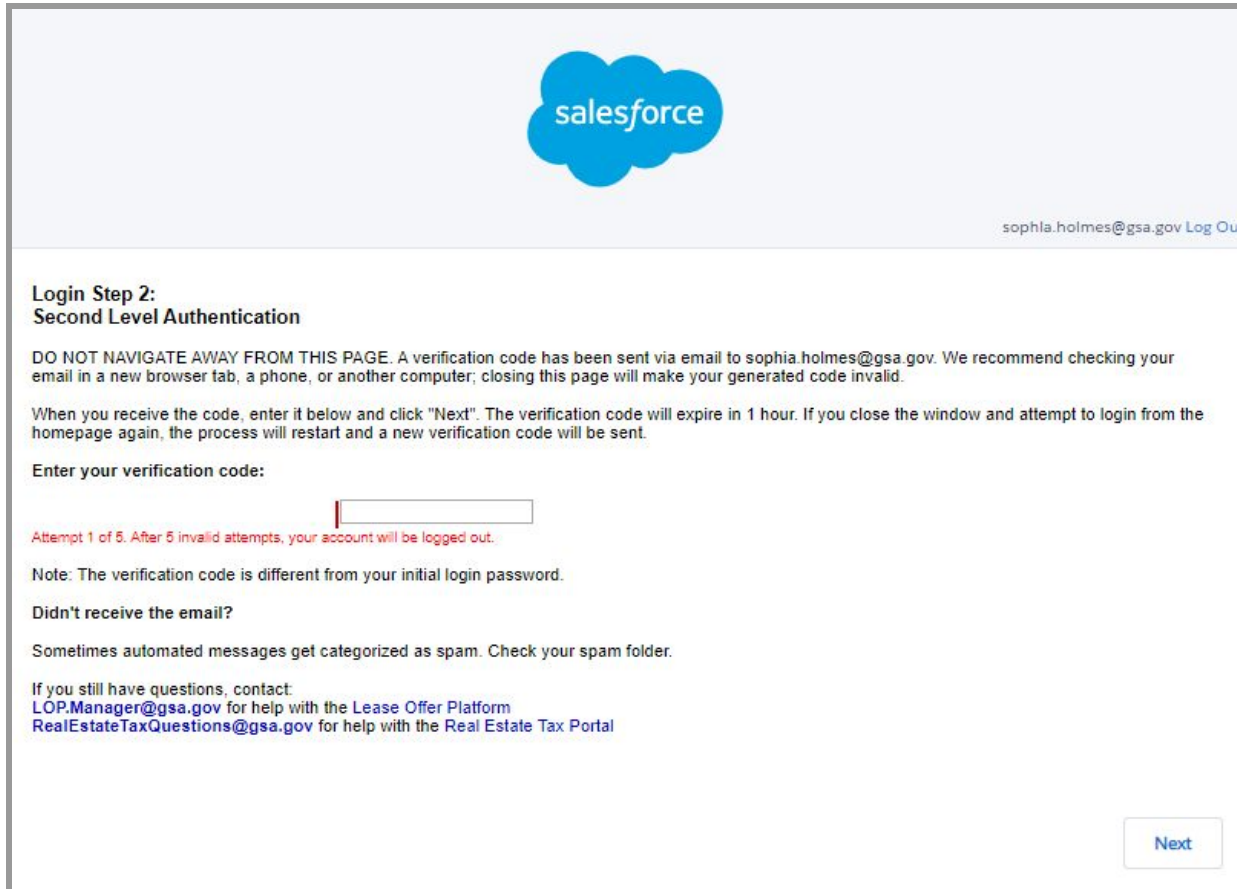

Enter your username and temporary password into the Login box on the right side of the page.

You will be taken to a Second Level Authentication page and a verification code will be sent to your email address. .

Please do not close this page once you have reached it. If you do, you will have to start the login process over again.

If you do not receive an email from LOP.Manager@gsa.gov with your verification code within 60 seconds, check your spam or junk folders.

Enter the verification code you received in the box and click 'Next' at the bottom right of your screen.
First time users will then be asked to create a permanent password.

Note: the verification code is different from your password. Other than the very first time you log in to the platform, your password will remain the same each time you log in. However, the verification code will change each time. In other words, every time you log in with your password, a new verification code will be sent to your email.

If you ever forget your password, click 'Forgot Your Password?' in the Login box on the Homepage: