



VENDOR QUESTIONNAIRE

I. YOUR COMPANY PROFILE

Please tell us about your company:

1. Company Name: _____
Address: _____

Remittance
Address: _____
Main Phone: _____ Fax: _____
Website: _____
DUNS: _____
Key Contacts:

Name: _____	Name: _____
Title: _____	Title: _____
Phone: _____	Phone: _____
Fax: _____	Fax: _____
Email: _____	Email: _____
Name: _____	Name: _____
Title: _____	Title: _____
Phone: _____	Phone: _____
Fax: _____	Fax: _____
Email: _____	Email: _____
2. How many years has your company been in business? _____
3. Please state your primary business focus: _____

4. Please list additional services or products your company offers:

5. Is your company SBA classified? ___ Yes ___ No
 If yes, specify classification: _____
6. Is your company bonded/insured? ___ Yes ___ No
 a. If yes, specify type and amount (proof of insurance coverage may be required):

7. Total number of employees in your company: _____
8. Does your company use sub-contractors? ___ Yes ___ No

9. Does your company provide liability coverage for sub-contractors? ____ Yes ____ No
- a. If yes, specify type and amount:
- _____
- _____
- _____
10. Please list the federal, state, and other regulatory agencies with which your company is licensed or registered, and the type of license held?
- _____
- _____
- _____
11. Please include a copy of your contractor's license if applicable for the project being bid

II. BUSINESS REFERENCES

Please list three (3) business* references:

- 1) Company name _____
- Address _____
- City _____ Zip Code _____
- Contact person _____ Telephone # _____
- Email: _____
- Services provided: _____
- 2) Company name _____
- Address _____
- City _____ Zip Code _____
- Contact person _____ Telephone # _____
- Email: _____
- Services provided: _____
- 3) Company name _____
- Address _____
- City _____ Zip Code _____
- Contact person _____ Telephone # _____
- Email: _____
- Services provided: _____

*A business reference is a current or past customer, client or company you have provided with products or services and not a creditor or business partner

Please include a copy of your company's W-9 Form with this Vendor Questionnaire.