



City of San Diego Purchasing & Contracting Department Contractor/Vendor Registration Form

All prospective bidders, as well as existing contractors and vendors, are required to complete this form.

Vendor ID:

[ID Number will be provided by City]

Firm Info:

Firm Name:

Firm Address:

City: State: Zip:

Phone: Fax:

Taxpayer ID: Business License:

Website:

Contact Info:

Contact Name:

Title:

Email:

Phone: Cell:

Alternate Address (if different from above) **to Receive Remittance:**

Mailing Address:

City: State: Zip:

Alternate Address (if different from above) **to Receive Bid/Contract Opportunities:**

Mailing Address:

City: State: Zip:

Contractor Licenses (if applicable)

License Number: License Type:

License Number: License Type:

License Number: License Type:

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Firm Name:

Product/Services Description:

Product/Services Information:

NAICS Codes:

*find list of available NAICS Codes at <http://www.census.gov/epcd/www/naics.html> and select 2007 NAICS codes 6 digit only OR request hard copy from Purchasing & Contracting

Ownership Classification

Classification:

* select from the following **List of Ownership Classification Codes:**

| | |
|----------------------|---|
| MBE/African American | (Minority Business Enterprise/African American) |
| MBE/Asian | (Minority Business Enterprise/Asian) |
| MBE/Hispanic | (Minority Business Enterprise/Hispanic /) |
| MBE/Native American | (Minority Business Enterprise/Native American) |
| MBE/Pacific Islander | (Minority Business Enterprise/Pacific Islander) |
| WBE | (Women Business Enterprise) |
| DBE | (Disadvantaged Business Enterprise) |
| DVBE | (Disabled Veteran Business Enterprise) |
| OBE | (Other Business Enterprise) |

Certified by an Agency? **No** **Yes** (enter Certification Number and Certifying Agency below)

Certification #:

Agency:

Certification #:

Agency:

Information regarding a vendor's racial or gender ownership status will not be used as a factor in the City's selection process for any contract.

Please mail this form to: Purchasing & Contracting Department
1200 Third Avenue, Suite 200
San Diego, CA 92101

or fax to: 619/ 236-5904