

NEW YORK CITY HOUSING AUTHORITY

BID/ PROPOSAL FACE SHEET

ALL VENDORS MUST COMPLETE AND SUBMIT A BID/PROPOSAL FACE SHEET FOR CONTRACT BIDS OF MORE THAN \$10,000 AS PART OF THE BID/PROPOSAL SUBMISSION.

DEPARTMENT/DEVELOPMENT	
BID/CONTRACT NUMBER	CONTRACT FOR:
BUSINESS APPLICANT NAME	TAX ID NUMBER
D/B/A OR TRADE NAME (If Any): _____ BUSINESS ADDRESS: _____ MAILING ADDRESS (If Different): _____ REMIT TO ADDRESS (If Different): _____ TELEPHONE #: _____ CELL PHONE #: _____ FAX #: _____ WEBSITE: _____ CONTACT PERSON: _____ TITLE: _____ E-MAIL ADDRESS: _____	
<p>IT IS THE POLICY OF THE NEW YORK CITY HOUSING AUTHORITY (NYCHA) TO ENSURE THAT ALL BUSINESSES HAVE AN EQUAL OPPORTUNITY TO PARTICIPATE IN ALL ASPECTS OF NYCHA'S PROCUREMENT OF GOODS AND SERVICES WITHOUT REGARD TO THE RACE, COLOR, RELIGION, MILITARY SERVICE, NATIONAL ORIGIN, SEX, AGE, DISABILITY, MARITAL STATUS OR SEXUAL ORIENTATION OF THE OWNERS, PARTNERS OR STOCKHOLDERS. FURTHER, NYCHA IS COMMITTED TO ACHIEVE MAXIMUM PARTICIPATION OF MINORITY, WOMEN, AND SMALL BUSINESS ENTERPRISES (MWSBEs) IN NYCHA'S PROCESS OF AWARDING CONTRACTS FOR GOODS AND SERVICES.</p>	
<input type="checkbox"/> PLEASE CHECK HERE IF THE FOLLOWING DOES NOT APPLY TO YOUR BUSINESS.	
1. IS THIS BUSINESS CERTIFIED AS AN M/WBE BY NEW YORK CITY'S SMALL BUSINESS SERVICES (SBS)? (Please Check All That Apply):	
<input type="checkbox"/> ASIAN / PACIFIC <input type="checkbox"/> HISPANIC <input type="checkbox"/> NATIVE AMERICAN <input type="checkbox"/> BLACK <input type="checkbox"/> WOMEN	
IF YOU BELIEVE YOU MAY QUALIFY AS AN M/WBE, PLEASE VISIT THE SBS WEBSITE FOR INFORMATION ON HOW TO CERTIFY: https://www1.nyc.gov/nycbusiness/description/minority-and-womenowned-business-enterprise-certification-program-mwbe	
2. ARE YOU A SECTION 3 BUSINESS CONCERN? <input type="checkbox"/> YES <input type="checkbox"/> NO	
YOUR BUSINESS MUST BE REGISTERED ON EITHER NYCHA'S S3BC REGISTRY OR THE HUD SECTION 3 OPPORTUNITY PORTAL FOR NYCHA TO CONSIDER YOU AN S3BC. IF YOU BELIEVE YOU MAY QUALIFY AS AN S3BC, GO TO: https://www1.nyc.gov/site/nycha/business/section3-business-concern-information.page	
3. IS THIS BUSINESS CERTIFIED AS ANY OF THE FOLLOWING TYPES OF BUSINESS ENTERPRISE BY A GOVERNMENT AGENCY OR AUTHORITY? IF YES, ATTACH COPIES OF ALL SUCH CERTIFICATIONS.	
MINORITY - OWNED BUSINESS ENTERPRISE (MBE)	<input type="checkbox"/> YES <input type="checkbox"/> NO
SMALL BUSINESS ENTERPRISE (SBE)	<input type="checkbox"/> YES <input type="checkbox"/> NO
WOMEN - OWNED BUSINESS ENTERPRISE (WBE)	<input type="checkbox"/> YES <input type="checkbox"/> NO
VETERAN-OWNED BUSINESS	<input type="checkbox"/> YES <input type="checkbox"/> NO
PRINT NAME OF BUSINESS REPRESENTATIVE COMPLETING THIS FORM: _____	
TITLE: _____	
SIGNATURE: _____ DATE COMPLETED: _____	

