

## VENDOR BID LIST APPLICATION

<b>PURCHASING DIVISION</b> 3501 Civic Center Dr. Rm. 404, San Rafael, CA 94903 PHONE: 415-473-6371 FAX: 415-473-2994	
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It is the responsibility of the vendor to notify Marin County Procurement immediately of any changes. This includes change of name, address or telephone number, changes in the personnel listed in this application, and addition or deletion of items you are able to provide.

A local preference credit of 5% for Marin County businesses will be permitted when evaluating bids for supplies, equipment, material and services.

<b>BUSINESS INFORMATION:</b>		
COMPANY NAME:		
DBA:		
MAILING ADDRESS:		
CITY:	STATE:	ZIP CODE:
PHONE:	FAX:	EMAIL:
WEBSITE:		
CONTACT PERSON:		
DIRECT PHONE #:	FAX:	EMAIL:

<b>PRODUCT/SERVICE:</b>	
<b>SPECIALITY:</b>	1.
	2.
	3.
	4.
	5.

Suppliers who are selected for award of purchase orders, blanket purchase order, or contracts will be required at the time of purchase to provide the following forms, unless current documents are already on file with Marin County:

- Internal Revenue Service W-9 form
- If Service Related: Certificate of Liability Insurance with Additional Insured Endorsement naming the County of Marin as additionally insured, and the County's Requirement for Contractor's Form.

**Supplier registration does not constitute a commitment by the County or imply your guaranteed participation in all bids/proposals within your registered commodity.**

Please fax completed form to (415) 473-2994 or e-mail to Becca Acosta at [bacosta@marincounty.org](mailto:bacosta@marincounty.org).