



Not For Services

430 South Michigan Ave Chicago, IL 60605-1394
 Please Fax or E-mail to (312) 341-3594/purchasing@roosevelt.edu

Purchasing Vendor Profile Questionnaire/Diversity Classification Form

Company Information

Company Name:	
Address:	
Phone Number:	
Fax:	
Contact Name:	
Email:	
Please list products or services this company provides:	

Legal Structure (Check one)

<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> Corporation
<input type="checkbox"/> Partnership	<input type="checkbox"/> Non-Profit/Association

Diversity Classifications (Check all that Apply)

Is the owner(s) of this business a US citizen(s)?	Yes	No
Is this business certified as a Minority Business Enterprise (MBE)?	Yes	No
<input type="checkbox"/> African American <input type="checkbox"/> Asian Pacific-American <input type="checkbox"/> Hispanic-American <input type="checkbox"/> Asian-American <input type="checkbox"/> Native-American <input type="checkbox"/> Other (please specify: <input type="checkbox"/> This business is at least 51% owned and controlled by one or more minority persons. <input type="checkbox"/> This is a certified Women Business Enterprise (WBE). <input type="checkbox"/> This is a Women Business Enterprise is at least 51% owned and controlled by one or more women. <input type="checkbox"/> This is a Disadvantaged Business Enterprise (DBE). <input type="checkbox"/> This is a Veteran-owned Small Business (VOSB) or Service-Disabled Veteran Small Business. <input type="checkbox"/> This is a Business a certified Small Business as defined by SBA.		

If you have checked any of the above, by what Agency have you been certified? Such as, but not limited to: <input type="checkbox"/> State of Illinois Central Management Services <input type="checkbox"/> City of Chicago <input type="checkbox"/> Cook County and Minority Business Development <input type="checkbox"/> Small Business Association (SBA)
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Roosevelt University's Conflict Of Interest provision, the Vendor certifies the following:

There are no identified conflicts of interest (such as being a University employee, trustee or family member)

The following potential conflict of interest has been identified:

Name of University Employee: _____

Relationship to Business: _____

% Business Owned By: _____

<u>Signature:</u>	<u>Name/Title:</u>	<u>Date:</u>
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The University reserves the right to reject a vendor's information application when a clear conflict of interest is evident. University policy dictates fair competition and Roosevelt University embraces applicable guidelines as detailed in the bylaws of the National Association of Educational Procurement. Thank you for your interest in becoming a vendor.