

Dear Vendor,

Thank you for your interest in becoming a supplier to the Philadelphia Area Collegiate Cooperative! The first step in the process is completing an application so that we can assess your qualifications. Your application will be forwarded to the New Vendor Sub-committee which will determine, if we are in need of your services and that your company could handle the volume that would come with winning a contract with our organization. This part of the process could take up to 30 days. If you are approved by the sub-committee, your application would be presented at the next monthly PACC meeting to see if there would be interest in developing a relationship with your firm.

Approval does not automatically entitle your firm to any business with any member of PACC as each institution has its own unique business processes that your firm would have to agree to, without any exceptions.

In order to be considered by PACC, prospective suppliers must provide all of the required information and submit the properly executed documents. PACC reserves the right to decline a supplier's application if, the commodity is already available from another PACC contracted supplier, in which we have access to better pricing from a Group Purchasing Organization, adding the supplier is not in PACC's best interest or the supplier is listed in the U.S. Government Excluded Parties List System.

**PHILADELPHIA AREA COLLEGIATE COOPERATIVE (PACC)
SUPPLIER QUESTIONNAIRE**

Section I: Supplier Profile Information

1.) Company Name: _____

2.) Business Address: _____

(Include Company's Street, City, State & Zip Code – NO P.O. Box)

3.) Website URL: _____

4.) Phone #: _____ Fax #: _____

5.) Company's Product/Service: _____

6.) Sales Contact: Name: _____ Title: _____

Email Address: _____

7.) e-Business Contact: Name: _____ Title _____

8.) Federal Tax ID #: _____

9.) Is your company listed on the US Government Excluded Parties List System? YES NO

10.) Is your Company already participating on any of the Group Purchasing Organization Contracts below:

AICUP COSTARS E&I GSA Omnia Partners Premier Other

If you answered yes to this question, please provide a copy of the contract(s) and recommend the best priced agreement for PACC. _____

11.) At the present time, is any member of your senior management team or company principals an employee of any PACC Institutions YES NO. If yes, please name the institution(s):

12.) Are you currently a supplier to any of the PACC Institutions? YES NO If yes, please name the institution(s) _____

13.) If you are not doing business with any PACC Institution, please provide at least two references with universities you are currently doing business with and your contact there:

Section II: Supplier Diversity Information

PACC is committed to socially responsible purchasing practices that support local community based and diversity owned businesses. We appreciate your assistance by indicating your diversity and / or small business classification below:

- African American Asian Hispanic Native American Physically Challenged
 Service-Disabled Veteran Small Business Veteran Women Owned
 Other

If you answered yes to any of the diversity categories listed above, please indicate the certifying agency or organization for your business (Minority Business Enterprise Council, Department of Transportation or Small Business Administration, etc.).

