



TO: VENDORS

FROM: COAST RTA PROCUREMENT OFFICE

RE: VENDOR APPLICATION

Thank you for your interest in providing goods and services to Coast RTA. In an attempt to promote procurements from our local vendors throughout Horry County, Coast RTA is developing a vendor list, consisting of local vendors by category. Please review and complete the attached Coast RTA Vendor Application and return it to the Procurement Office, as indicated herein.

This list does not ensure that any vendor will be utilized, but merely serves as a notification of availability for the Procurement Office.

Upon receipt of the completed application, the Procurement Officer will enter your business into our vendor listing for potential public bidding, proposal, and purchasing opportunities. If there is any future change in the information provided in this application, you must notify us in writing so that your application can be updated. Your company information will only be updated when you notify us in writing.

Being on the vendor list does not guarantee you will be contacted for every bid, proposal, or purchase issued by Coast RTA. Vendors must still review the South Carolina Business Opportunities web-site at <http://www.mmo.sc.gov/PS/general/scbo/PS-scbo-online.phtm> for public bid and proposal opportunities.

Vendor Applications can be mailed to
Procurement
Coast RTA
1418 Third Avenue
Conway, SC 29526
Or
E-Mailed to
procurement@coastrta.com

If you have any questions, please contact the Procurement Office by calling (843) 438-3112.



Coast RTA
Vendor Application

Instructions: Please type or print legibly all requested information on this application. Failure to furnish all requested information may be cause for rejection of this application. Coast RTA prefers to send all public solicitations (i.e. bids, proposals, quotes, etc.) via e-mail. If an e-mail address is provided, please ensure that the address listed is monitored. Coast RTA will not be responsible for updating e-mail addresses if notifications are returned or rejected.

Company Name: _____

Mailing Address: _____

City: _____

State: _____ Zip: _____

Phone No.: () _____

Fax No.: () _____

E-Mail Address: _____

Principal/Owner: _____

Name: _____

Title: _____

Is the Company currently certified as a Disadvantaged Business Enterprise (DBE) or a Disadvantaged Woman's Business Enterprise (DWBE) certified by the South Carolina Unified Certification Program?

_____ YES or _____ NO

If YES, check which one: _____ DBE or _____ DWBE

Is the Company currently certified by the SCDOT as a Small Business Enterprise (SBE)?

_____ YES or _____ NO

**Coast RTA reserves the right to request proof of DBE & SBE certification from vendor prior to
conducting any business with Coast RTA !**

The D-U-N-S® Number

Before you can bid on government bids or proposals, you need to obtain a Dun & Bradstreet, or D-U-N-S®, number, a unique nine-digit identification number for each physical location of your business. The D-U-N-S® number assignment is free for all businesses required to register with the federal government for contracts or grants.

Created in 1962, the Data Universal Numbering System or D-U-N-S® Number is D&B's copyrighted, proprietary means of identifying business entities on a location-specific basis.

Assigned and maintained solely by D&B, this unique nine-digit identification number has been assigned to over 100 million businesses worldwide. A D-U-N-S® number remains with the company location to which it has been assigned even if it closes or goes out-of-business.

The D-U-N-S® number is widely used by both commercial and federal entities and was adopted as the standard business identifier for federal electronic commerce in October 1994. The D-U-N-S Number® was also incorporated into the Federal Acquisition Regulation (FAR) in April 1998 as the Federal Government's contractor identification code for all procurement-related activities.

Obtaining a D-U-N-S® number is absolutely free for all entities doing business with the Federal government. This includes current and perspective Contractors, Grantees, and Loan recipients. Under normal circumstances the D-U-N-S® number is issued within 1-2 business days when using the D&B web form process. If requested by phone, a D-U-N-S® number can usually be provided immediately. If you have not yet registered for your D-U-N-S® number, please visit online:
<http://fedgov.dnb.com/webform>

Please Provide your company's D-U-N-S- Number: _____

I certify that all information provided in this application is correct and that the person or entity listed is not debarred or otherwise been declared ineligible by any governmental agency (Municipal, County, State, Federal, or Political Entity) from bidding or furnishing equipment, supplies, or other services to Coast RTA.

Authorized Signature: _____

Printed Name: _____

Date: _____