

Doing Business with The University of Illinois



Register with Illinois Public Higher Education Procurement Bulletin

This applies to vendors seeking to do business with any of the thirteen State Public Universities. By creating a “My Bulletin” account, vendors may download solicitation documents, receive notifications of opportunities in your selected area of interest and more.

Multiple individuals within the same vendor can register for an account.

1 www.procure.stateuniv.state.il.us/dsp_register.cfm

Businesses owned by minorities, women, disabled persons, veterans, or small businesses, can use the Bulletin to identify potential prime vendors who may be interested in subcontracting.

Resources → Vendors → Vendor Document & E-mail Reports → Document Request History. Search by Procurement number to get the list of Vendors who requested/downloaded documents for that procurement, with contact names, email addresses and phone numbers.

Register for a Certification of Good Standing with the Illinois Secretary of State

This applies to in-state and out-of-state vendors who are submitting bids or proposals in response to competitive solicitations, BUT is not required for vendors to provide goods and services under the Small Purchase/Competitive Procurement limit of \$100,000.00.

2 www.cyberdriveillinois.com/departments/business_services/corp.html

Register and obtain confirmation certificate with Illinois State Board of Elections (BOE)

This applies to vendors who do \$50,000 or more worth of business annually with the State of Illinois, including business with all State of Illinois agencies, plus the dollar amount of any current project for which the vendor will submit a bid or proposal.

3 <https://berrep.elections.il.gov/login.aspx?Returnurl=%2f>

Register for a Bidder Eligibility Number with Illinois Department of Human Rights (IDHR)

This applies to vendors who have 15 or more employees.

4 <https://www2.illinois.gov/dhr/publiccontracts/pages/default.aspx>

Register with Illinois Central Management Services as a Business Enterprise Program (BEP)

This applies to diverse vendors. The State has an aspirational goal of 20% of total procurement spend to be with IL CMS BEP-Certified Vendors. Being federally qualified as a diverse vendor is **NOT** sufficient to meet the aspirational goal for Illinois State Agencies and Public Universities; you must be CMS BEP-certified.

5 <https://www2.illinois.gov/cms/business/sell2/bep/Pages/default.aspx>

Register with the Illinois Procurement Gateway

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This applies to all vendors. By registering with the Illinois Procurement Gateway, financial data and other information required for doing business with any State of Illinois agency or University is captured in a single place and can be referenced in bids or proposals.

<https://ipg.vendorreg.com/>

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