

# IF YOU ARE INTERESTED IN SUBMITTING BIDS FOR LARGE DOLLAR COMMODITIES OR SERVICES

	What Do I Need to Do?	Web Address	Phone	Cost
<b>1. REGISTER WITH:</b>				
___	the <b>Illinois Department of Human Rights</b>	<a href="http://www2.illinois.gov/dhr/Pages/default.aspx">http://www2.illinois.gov/dhr/Pages/default.aspx</a>	217-814-2431	\$75.00
___	the <b>State Board of Elections</b>	<a href="https://BEREP.elections.il.gov">https://BEREP.elections.il.gov</a>	217-782-5959	No Charge
___	If you are a Corporation or a Limited Liability Company (LLC) register with the <b>Illinois Secretary of State for a Certificate of Good Standing.</b>	<a href="http://www.cyberdriveillinois.com/departments/business_services/corp.html">http://www.cyberdriveillinois.com/departments/business_services/corp.html</a>	217-782-4141	\$47.00 for Corporation or LLC \$16.00 for Not-for-Profit Corporation
<b>2. IF YOU WANT TO DO BUSINESS WITH <u>ANY</u> OF THE FOLLOWING STATE ENTITIES:</b>				
___	Register with the <b>Illinois Public Higher Education Procurement</b> Bulletin if you wish to do business with EIU and other Illinois Universities.	<a href="http://www.procure.stateuniv.state.il.us/">http://www.procure.stateuniv.state.il.us/</a>	217-333-3596	No Charge
___	Register with the <b>State of Illinois Procurement Bulletin</b> if you wish to do business with the Department of Central Management Services.	<a href="https://www.bidbuy.illinois.gov/bsol/">https://www.bidbuy.illinois.gov/bsol/</a>	217-558-2421	No Charge
___	Register with the <b>Capital Development Board (CDB)</b> if you wish to do construction related business with them.	<a href="http://www2.illinois.gov/cpo/cdb/Pages/ProcurementOpportunities.aspx">http://www2.illinois.gov/cpo/cdb/Pages/ProcurementOpportunities.aspx</a>	217-558-2156	No Charge
___	Register with <b>Illinois Department of Transportation (IDOT)</b> if you wish to do business with them.	<a href="http://www.idot.illinois.gov/doing-business/index">http://www.idot.illinois.gov/doing-business/index</a>	217-782-7820	No Charge
___	Register with <b>Illinois Tollway</b> if you wish to do business with them.	<a href="http://www.illinoistollway.com/doing-business">http://www.illinoistollway.com/doing-business</a>	630-241-6800	No Charge
<b>3. CONSIDER REGISTERING:</b>				
___	If you are a <b>small business</b> visit the following website for information. You can register through the <b>Illinois Procurement Gateway</b>	<a href="https://www2.illinois.gov/cpo/general/Pages/Sell2Illinois.aspx">https://www2.illinois.gov/cpo/general/Pages/Sell2Illinois.aspx</a>	217-558-2231	No Charge
___	If you are a <b>woman, minority or disabled person</b> who owns a business, register with the <b>Business Enterprise Program (BEP)</b>	<a href="http://www2.illinois.gov/cms/business/sell2/bep/">http://www2.illinois.gov/cms/business/sell2/bep/</a>	800-356-9206	No Charge
___	If you are a <b>veteran</b> and own a business, register as a <b>Veteran Owned Business</b>	<a href="http://www2.illinois.gov/cms/business/sell2/Pages/VeteranownedBusinesses.aspx">http://www2.illinois.gov/cms/business/sell2/Pages/VeteranownedBusinesses.aspx</a>	217-299-0634	No Charge
<b>4. FINAL STEP:</b>				
___	Once you have completed the above, register with the <b>Illinois Procurement Gateway (IPG)</b>	<a href="https://ipg.vendorreg.com">https://ipg.vendorreg.com</a>	217-558-2231	No Charge