

SUPPLIER PROFILE SHEET
Small Purchase
Customer Relationship Management (CRM) Design and Configuration
Community Development Block Grant – Disaster Recovery
Foundation for Puerto Rico
2022-SP-22

To: **Foundation for Puerto Rico**
Verónica Montalvo

Supplier Data

(1) **Supplier's Legal Name:** _____

(2) **Supplier's Tax ID:** _____

(3) **Supplier's DUNS No.:** _____

(4) **Supplier's Physical Address:** _____

(Street Address Line 1)

(Street Address Line 2)

(City) _____ *(State)* _____ *(Zip)*

(5) **Supplier's Postal Address:** _____

(Street Address Line 1)

(Street Address Line 2)

(City) _____ *(State)* _____ *(Zip)*

(6) **Supplier's Phone Number:** _____

(7) **Supplier's Email Address:** _____

(8) **Select the options that apply, if any**

Women Business Enterprise **Minority Business Enterprise** **Section 3 Resident** **Section 3 Business**

(9) **Supplier's Authorized Representative:**

(Authorized Representative Name)

(Authorized Representative Position)

The Supplier hereby certifies that the above information is accurate:

(Authorized Representative Signature)

(Date)

(Authorized Representative Name)

Instructions to obtain Data Universal Numbering System (DUNS) Number and System for Award Management (SAM)

DUNS Number

In order to obtain a DUNS number, access the following link: www.dnb.com. Registering for a DUNS number is **Free of Charge**. If any organization or website solicits a fee or charge to acquire a DUNS number, it is recommended to avoid them.

You will need all of the information listed below to obtain a DUNS number:

- Name of organization
- Organization address
- Name of the Chief Executive Officer (CEO) or Organization Owner
- Legal structure of the organization (e.g. corporation, partnership)
- Year the organization started
- Primary type of business
- Total number of employees (full and part-time)

System for Award Management (SAM)

The entity must access the System for Award Management (SAM) and register. There is **No Fee** for you to register or to renew/update your organization's information on SAM.gov. The link to SAM is as follows: www.sam.gov .

In addition, you can contact the Federal Contracting Center and request for technical assistance.

Phone number: 787-758-4747 ext. 3181

Email: fecc@pridco.pr.gov

Link to website: federalcontractingpr.com