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## SELF-ASSESSMENT AND COLLABORATION

Do you offer a service or product that is needed by the CPUC? Do you have the capacity or resources to bid for the opportunity? If the project's scope requires additional resources, the CPUC strongly encourages small business owners to partner with other small businesses or DVBEs to pursue larger contracts. In addition, large firms (Primes) may need the services of small firms (subcontractors) to better qualify for contracts. To find small and disabled veteran vendors, go to [www.dgs.ca.gov/pd](http://www.dgs.ca.gov/pd) or [www.bidsync.com/DPXBisCASB](http://www.bidsync.com/DPXBisCASB). There is also a database of DVBE and women/minority owned businesses at The Supplier Clearinghouse at [www.TheSupplierClearinghouse.com](http://www.TheSupplierClearinghouse.com).



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## MARKETING

Market yourself! Network to build your visibility and awareness. Most state agencies are required to have a small business/DVBE business advocate who coordinates the small business/DVBE procurement process. Introduce yourself to the agency advocate. For the CPUC, contact Bezawit Dilgassa in the Small Business Program at [smallbiz@cpuc.ca.gov](mailto:smallbiz@cpuc.ca.gov) or 800-253-0500. To find the advocates at other state agencies visit [www.dgs.ca.gov/pd/advocate](http://www.dgs.ca.gov/pd/advocate).



Doing Business  
with the

# California Public Utilities Commission



California state government is committed to the success of small and disabled veteran-owned businesses. As a result, all California agencies, including the California Public Utilities Commission (CPUC), are under Executive Order to conduct 25 percent of their procurement and contracts with small businesses and 3 percent with disabled veteran-owned business enterprises (DVBEs).

### Steps to Follow to help you in Conducting Business with the CPUC:



## 1 REGISTRATION

To pursue business opportunities with the state and the CPUC, it is recommended that you register your business with the state's online procurement system at [www.eprocure.dgs.ca.gov](http://www.eprocure.dgs.ca.gov) (BidSync). There is no fee to register. This system holds bid and contract information and is used by all state agencies for procurement. Registration allows suppliers to upload bids, track bid progress, learn about pre-bid events, and obtain contract award and other information.

## 2 CERTIFICATION

Consider becoming certified with the Department of General Services. For applications and more information visit [www.eprocure.dgs.ca.gov](http://www.eprocure.dgs.ca.gov) or call **916-375-4940**. Small Business Certification affords you a 5 percent bid preference on state contracts. DVBE certification can afford you up to a 5 percent incentive in the formal bid process. Other certification benefits include prompt payment and small business/DVBE purchase option and database marketing. Online certification is simple and fast.

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## RESEARCH



After you are registered with the Department of General Services and certified, your next step is to do your homework. Understand what the CPUC does and what the CPUC's procurement needs are. You can learn a lot about the CPUC on its website at [www.cpuc.ca.gov](http://www.cpuc.ca.gov).

### Procurement opportunities with the CPUC generally fall into three categories:

#### **Business Services (all non-IT commodities and services):**

- Copy and printing paper
- Copy machines
- Printer cartridges
- Fax machines
- Office supplies (small business/DVBE vendors only)
- Copier and printer repairs
- Locksmith repairs
- Printing and finishing services
- Shredding services
- Movers for office equipment and furniture
- Specialized telecommunications equipment for the Deaf and Disabled Telecommunications Program
- Other essential services and items

#### **Information Technology Goods and Services:**

- IT consulting
- IT equipment maintenance
- Wireless devices
- PCS, laptops, monitors
- External hard drives/flash drives, video cards, and other IT-related peripherals
- Computer parts
- Servers
- Printers
- Switches, routers, cables, etc.
- Software (e.g., Microsoft Office, Dragon, Creative Suites, etc.)
- Generally all IT goods and services

#### **Contracts:**

- Consultants (legal, audits, expert witness, Deaf and Disabled Program, energy efficiency, solar, etc.)
- Architecture and engineering (California Environmental Quality Act)

