

Vendor Registration: Edit Form**Help & Tools** 

Complete the form below. Fields marked with a red asterisk are required and must be answered to submit this form.

Having trouble with this form? See the [State of Illinois Vendor Registration FAQ's](#).

* required entry

Vendor Registration	
Form Name	F - G. Certifications & Board of Elections
Description	Complete section F - G, in order to submit the form.

F. Certifications - Instructions

These certifications are required by law in order to do business with a State agency or university. These certifications will be incorporated into any contract that you may receive and will be relied upon by the State agency or university. The vendor is under a continuing obligation to remain in compliance and report any non-compliance.

As part of each certification, vendor acknowledges and agrees that should vendor provide false information, or fail to be or remain in compliance with these Certification requirements, one or more of the following sanctions may apply:

- a. any contract may be void by operation of law,
- b. the Chief Procurement Officer may void any contract, and
- c. the vendor and its subcontractors may be subject to one or more of the following: suspension, debarment, denial of payment, civil fine, or criminal penalty.

Identifying a sanction or failing to identify a sanction in relation to any of the specific certifications does not waive imposition of other sanctions or preclude application of sanctions not specifically identified.

F. Certifications	
1. Vendor certifies it and its employees will comply with applicable provisions of the United States. Civil Rights Act, Section 504 of the Federal Rehabilitation Act, the Americans with Disabilities Act, and applicable rules in performance of this contract. *	
	<input type="radio"/> Yes <input type="radio"/> No
2. This applies to individuals, sole proprietorships, general partnerships, and single member LLCs, but is not otherwise applicable. Vendor certifies he/she is not in default on an educational loan. 5 ILCS 385/3 *	
	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A
3. Vendor certifies that it has reviewed and will comply with the Department of Employment Security Law (20 ILCS 1005/1005-47) as applicable *	
	<input type="radio"/> Yes <input type="radio"/> No
4. If you are awarded a contract for which there was a current Vendor providing the services covered by that contract and the employees of that Vendor who provided those services were covered by a collective bargaining agreement, Vendor certifies (i) that it will offer to assume the collective bargaining obligations of the prior employer, including any existing collective bargaining agreement with the bargaining representative of any existing collective bargaining unit or units performing substantially similar work to the services covered by that contract subject to its bid or offer; and (ii) that it shall offer employment to all employees that are then currently employed in any existing bargaining unit who performs substantially similar work to the work that will be performed pursuant to that contract. This does not apply to heating, air conditioning, plumbing and electrical service contracts. 30 ILCS 500/25-80 *	
	<input type="radio"/> Yes <input type="radio"/> No

5. Vendor certifies it has neither been convicted of bribing or attempting to bribe an officer or employee of the State of Illinois or any other State, nor made an admission of guilt of such conduct that is a matter of record. 30 ILCS 500/50-5 *

- Yes
 No

6. If Vendor has been convicted of a felony, Vendor certifies at least five years have passed since the date of completion of the sentence for such felony, unless no person held responsible by a prosecutor's office for the facts upon which the conviction was based continues to have any involvement with the business. Vendor further certifies that it is not barred from being awarded a contract. 30 ILCS 500/50-10 *

- Yes
 No

7. If Vendor or any officer, director, partner, or other managerial agent of Vendor has been convicted of a felony under the Sarbanes-Oxley Act of 2002, or a Class 3 or Class 2 felony under the Illinois Securities Law of 1953, Vendor certifies at least five years have passed since the date of the conviction. Vendor further certifies that it is not barred from being awarded a contract. 30 ILCS 500/50-10.5 *

- Yes
 No

8. Vendor certifies that it and its affiliates are not delinquent in the payment of any debt to the University or the State (or if delinquent, have entered into a deferred payment plan to pay the debt). 30 ILCS 500/50-11, 50-60 *

- Yes
 No

9. Vendor certifies that it and all affiliates shall collect and remit Illinois Use Tax on all sales of tangible personal property into the State of Illinois in accordance with provisions of the Illinois Use Tax Act. 30 ILCS 500/50-12 *

- Yes
 No

10. Vendor certifies that it has not been found by a court or the Pollution Control Board to have committed a willful or knowing violation of the Environmental Protection Act within the last five years, and is therefore not barred from being awarded a contract. 30 ILCS 500/50-14 *

- Yes
 No

11. Vendor certifies it has neither paid any money or valuable thing to induce any person to refrain from bidding on a State contract, nor accepted any money or other valuable thing, or acted upon the promise of same, for not bidding on a State contract. 30 ILCS 500/50-25 *

- Yes
 No

12. Vendor certifies it has read, understands and is not knowingly in violation of the "Revolving Door" provision of the Illinois Procurement Code. 30 ILCS 500/50-30 *

- Yes
 No

13. Vendor certifies that if it hires a person required to register under the Lobbyist Registration Act to assist in obtaining any State contract, that none of the lobbyist's costs, fees, compensation, reimbursements or other remuneration will be billed to the State. 30 ILCS 500/50-38 *

- Yes
 No

14. Vendor certifies that it will not retain a person or entity to attempt to influence the outcome of a procurement decision for compensation contingent in whole or in part upon the decision or procurement. 30 ILCS 500/50-38 *

- Yes
 No

15. Vendor certifies it will report to the Illinois Attorney General and the Chief Procurement Officer any suspected collusion or other anti-competitive practice among any bidders, offerors, contractors, proposers, or employees of the State. 30 ILCS 500/50-40, 50-45, 50-50 *

- Yes
 No

16. Vendor certifies that if it is awarded a contract through the use of the preference required by the Procurement of Domestic Products Act, then it shall provide products pursuant to the contract or a subcontract that are manufactured in the United States. 30 ILCS 517 *

- Yes
 No

17. Vendor certifies that if awarded a contract for public works, steel products used or supplied in the performance of that contract shall be manufactured or produced in the United States, unless the executive head of the procuring Agency/University grants an exception in writing. 30 ILCS 565 *

- Yes
 No

18. If Vendor is awarded a contract worth more than \$5,000 and employs 25 or more employees, Vendor certifies it will provide a drug free workplace pursuant to the Drug Free Workplace Act. 30 ILCS 580 *

- Yes
 No
 N/A

19. If Vendor is an individual and is awarded a contract worth more than \$5,000, Vendor certifies it shall not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance during the performance of the contract pursuant to the Drug Free Workplace Act. 30 ILCS 580 *

- Yes
 No
 N/A

20. Vendor certifies that neither Vendor nor any substantially owned affiliate is participating or shall participate in an international boycott in violation of the U.S. Export Administration Act of 1979 or the applicable regulations of the United States Department of Commerce. 30 ILCS 582 *

- Yes
 No

21. Vendor certifies that no foreign-made equipment, materials, or supplies furnished to the Agency/University under any contract have been or will be produced in whole or in part by forced labor or indentured labor under penal sanction. 30 ILCS 583 *

- Yes
 No

22. Vendor certifies that no foreign-made equipment, materials, or supplies furnished to the Agency/University under any contract have been produced in whole or in part by the labor or any child under the age of 12. 30 ILCS 584 *

- Yes
 No

23. Vendor certifies that if awarded a contract including information technology, electronic information, software, systems and equipment, developed or provided under any contract, it will comply with the applicable requirements of the Illinois Information Technology Accessibility Act Standards. 30 ILCS 587 *

- Yes
 No

24. Vendor certifies that if it owns residential buildings, that any violation of the Lead Poisoning Prevention Act has been mitigated. 410 ILCS 45 *

<input type="radio"/> Yes
<input type="radio"/> No
25. Vendor certifies it has not been convicted of the offense of bid rigging or bid rotating or any similar offense of any state or of the United States. 720 ILCS 5/33 E-3, E-4, E-11 *
<input type="radio"/> Yes
<input type="radio"/> No
26. Vendor certifies it complies with the Illinois Department of Human Rights Act and rules applicable to public contracts, which include providing equal employment opportunity, refraining from unlawful discrimination, and having written sexual harassment policies. 775 ILCS 5/2-105 *
<input type="radio"/> Yes
<input type="radio"/> No
27. Vendor certifies it does not pay dues to or reimburse or subsidize payments by its employees for any dues or fees to any "discriminatory club." 775 ILCS 25/2 *
<input type="radio"/> Yes
<input type="radio"/> No
28. Vendor warrants and certifies that it and, to the best of its knowledge, its subcontractors have and will comply with Executive Order No. 1 (2007). The Order generally prohibits Vendors and subcontractors from hiring the then-serving Governor's family members to lobby procurement activities of the State, or any other government in Illinois including local governments if that procurement may result in a contract valued at over \$25,000. This prohibition also applies to hiring for that same purpose any former State employee whose procurement authority at any time during the one-year period preceding the procurement lobbying activity. *
<input type="radio"/> Yes
<input type="radio"/> No
29. Vendor certifies that it has read, understands and is in compliance with the registration requirements of the Illinois Elections Code (10 ILCS 5/9-35) and the restrictions on making political contributions and related requirements of the Illinois Procurement Code. 30 ILCS 500/20-160 and 50-37 Vendor will not make a political contribution that will violate these requirements. *
<input type="radio"/> Yes
<input type="radio"/> No
30. This applies to individuals, sole proprietorships, general partnerships, and single member LLCs, but is not otherwise applicable. Vendor certifies that he/she has not received an early retirement incentive prior to 1993 under Section 14-108.3 or 16-133.3 of the Illinois Pension Code or an early retirement incentive on or after 2002 under Section 14-108.3 or 16-133.3 of the Illinois Pension Code. (30 ILCS 105/15a; 40 ILCS 5/14-108.3; 40 ILCS 5/16-133 *
<input type="radio"/> Yes
<input type="radio"/> No
<input type="radio"/> N/A

G. Board of Elections (BOE) - Instructions

If a vendor is an entity doing business for profit (i.e. sole proprietorship, partnership, corporation, limited liability company or partnership, or otherwise), and the vendor is registering in Section A, Question 1 as a prime contractor only or prime contractor and subcontractor, then it must be registered with the State Board of Elections to register in the Illinois Procurement Gateway.

Contributions made by entities and persons affiliated with your business are prohibited from making political contributions to certain officeholders as well as declared candidates for those offices.

For more information about which entities and persons are considered "affiliated" with your business please see the Business Registration FAQ available on the State Board of Elections website or in the Illinois Procurement Code which is available on the General Assembly's website.

For additional information regarding State Board of Elections registration, please contact the following:

Springfield Office

2329 S. MacArthur Blvd.

Springfield, IL 62704

Office Hours: Monday-Friday 8:00 am - 4:30 p.m.

Phone: 217-782-4141

Fax: 217-782-5959

Chicago Office

100 W. Randolph, Suite 14-100

Chicago, IL 60601

Office Hours: Monday-Friday 8:30 am - 5:00 p.m.

Phone: 312-814-6440

Fax: 312-814-6485

Vendor is under a continuing duty to update the registration as required by the Act.

G. Board of Elections (BOE)

1. Is your business registered with the Board of Elections (BOE)? *

Yes, I certify my business is registered with BOE.

Enter your BOE registration number:

No, I certify my business is a non-profit and therefore not required to register with the BOE.

Not applicable, I selected "subcontractor only" in Section A, Question 1.

Spell Check

Save & Return

Cancel

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