



Vendor Self-Certification Form

Certification of Business Size and Type

Dear Business Owner:

Government regulations and Con Edison’s Commitment to supplier enablement require that all vendors doing business with Con Edison provide important self-certification regarding the vendor’s business size and status. Con Edison’s Supplier Enablement, Engagement, and Development (SEED) team administers and monitors the vendor self-certification requirements. **YOU MUST PROVIDE THIS INFORMATION WITHIN 10 DAYS FROM THE DAY YOU RECEIVE THIS FORM.** Please complete all sections of this form. **A NAICS Code and either a DUNS Number or CAGE Code (if applicable) is required on this form.** Failure to furnish the following information could result in rejection of Supplier’s bid (s) or proposal (s) as non-responsive. Contact SEED at (212) 460-3076 or Seedprogram@coned.com with any questions.

The information collected through this form will not be used to make procurement decisions.

Return Instructions

Upload the completed form to the [CE ISupplier Portal](#) in Oracle using the naming convention below:

VASCC | MM/DD/YYYY | Supplier Number

Example: VASCC | 11/11/2027 | 123456

**The date represents the expiration date for the self-certification form. Enter next year’s date in the date field using the format MM/DD/YYYY*

A. Business Information

The Vendor Self-Certification form is valid for a period of one year. It is the responsibility of the supplier to notify Con Edison of any changes. After the one-year period, your company will be required to re-certify with Con Edison.

Company Name		Address	
City, State, Zip		Email	
Contact Person		Contact Number	
DUNS Number D&B D-U-N-S Number Lookup (dnb.com)		CAGE Code	

Include the North American Industry Classification Code (NAICS) below for the work you have been contracted to perform (all business sizes required to complete): Reference www.naics.com

NAICS Code(s) _____

A. Business Size and Classification

Select **ONE** that apply to your business. (Refer to Business Classifications Definitions – Attached)

	Small Business		Large Business
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B. Federal Small Business Size and Classification

Select **ALL** that apply to your business. (Refer to Business Classifications Definitions – Attached)

	Small Disadvantaged Business		Veteran Owned Small Business
	HUBZone Small Business (Certified by SBA)		Service-Disabled Veteran Owned Small Business
	Woman Owned Small Business		

Making misrepresentations about eligibility or status in order to obtain benefits or participate in programs is prohibited. Individuals or entities that engage in such conduct may face criminal penalties (including fines and imprisonment), administrative sanctions, and disqualification from participation in the relevant programs. Under 15 U.S.C. 645(d), any person who misrepresents its size status shall (1) be punished by a fine, imprisonment, or both; (2) be subject to administrative remedies; and (3) be ineligible for participation in programs conducted under the authority of the Small Business Act.

C. Non-Federal Business Classifications

Select **ALL** that apply to your business. (Refer to Business Classifications Definitions – Attached)

	Disability Owned Business Enterprise (DOBE)		Women Business Enterprise (WBE) – New York State
	Local Business or **Local Presence. <i>Detail Local Presence:</i>		Women Business Enterprise (WBE) – New York City
	Minority Owned- Outside of NYS Check Ethnicity: Asian-Pacific Asian-Indian Native American Black Hispanic		Minority Business Enterprise (MBE) – New York State Check Ethnicity: Asian-Pacific Asian-Indian Native American Black Hispanic
	Women Owned- Outside of NYS		Minority Business Enterprise (MBE) – New York City Check Ethnicity: Asian-Pacific Asian-Indian Native American Black Hispanic

D. Certifications

List and attach a copy of any local, state, federal or 3 rd party certifications associated with your business classification selections. E.g. WBENC, NMSDC, Disability:IN, NYS M/WBE, NYC M/WBE, etc.	
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E. Signature

This form must be signed by an authorized representative of the vendor who certifies under penalty of perjury that the information provided is true and correct.

Signature and Title

Date

Attachment- Business Classification Definitions

These general definitions are provided for the convenience of the vendor. Certification requirements are governed by the rules and regulations of the relevant government program or private certifying entity.

Federal Small Business Size and Classification (Eligibility determined by U.S. Small Business Administration regulations)

Small Business	A small business concern means a for-profit concern that is independently owned and operated and qualifies as a small business under the criteria and size standards in the 12 CFR 121 (see FAR 19.1) Small Business Administration's (SBA) regulations. If you have difficulty ascertaining your size status, please refer to SBA's website at www.sba.gov/size or contact your local SBA office.
Small Disadvantaged Business	A small business that is at least 51% owned by one or more individuals who are both socially and economically disadvantaged.
HUBZone Small Business (Certified by SBA)	Qualified small business concerns located in distressed communities to promote investment and employment opportunities in these communities. 51% owned and controlled by one or more U.S. citizens and at least 35% of its employees reside in a HUBZone. www.sba.gov/hubzone
Women Owned Small Business	A small business concern that is at least 51% owned by one or more women, or in the case of any publicly owned business, at least 51% of the stock is owned by one or more women. In addition, one or more women must control the management and daily business operations.
Veteran Owned Small Business	A small business concern that is at least 51% owned by one or more veterans (as defined in 38 U.S.C. §101(2)), or in the case of any publicly owned business, at least 51% of the stock is owned by one or more veterans. In addition, one or more veterans must control the management and daily business operations.
Service-Disabled Veteran Owned Small Business	A small business concern that is at least 51% owned by one or more service-disabled veterans (as defined in 38 U.S.C. §101(16)), or in the case of any publicly owned business, at least 51% of the stock is owned by one or more service-disabled veterans. In addition, one or more service-disabled veterans must control the management and daily business operations.

Non-Federal Business Classifications

Large Business	Firms that do not qualify under the criteria and size standards defined by the Federal Small Business Administration's (SBA) Regulations or other applicable requirements.
Disability Owned Business Enterprise (DOBE)	A disability-owned business enterprise (DOBE) is a for-profit business that is at least 51% owned, managed, and controlled by a person with a disability regardless of whether that business owner employs person(s) with a disability.
Local Business or **Local Presence	A business with headquarters or operations located within New York City, Westchester, Orange, Rockland, and Sullivan counties; and Northern New Jersey service territories to include Bergen, Passaic and Sussex counties. ** Please detail Local Presence.
Minority Business Enterprise (MBE)	A minority-owned business is a for-profit enterprise, regardless of size, physically located in the US or its trust territories, which are 51% owned, operated, and controlled by a minority group

	<p>member. "Minority group members" are US citizens who are Asian-Indian, Asian-Pacific, Black, Hispanic, and Native American.</p> <p>New York State MBE: as defined as defined by Article 15-A of the Executive Law New York City MBE: by Rules of the City of New York, Title 66, Chapter 11, Subchapter B</p>
Women Business Enterprise (WBE)	<p>A women-owned business is a for-profit enterprise, regardless of size, physically located in the US or its trust territories, which are 51%, owned, operated and controlled by one or more women.</p> <p>New York State WBE: as defined as defined by Article 15-A of the Executive Law New York City WBE: by Rules of the City of New York, Title 66, Chapter 11, Subchapter B</p>
Minority Owned Business	<p>A minority-owned business is a for-profit enterprise, regardless of size, physically located in the US or its trust territories, which are 51% owned, operated, and controlled by a minority group member. "Minority group members" are US citizens who are Asian-Indian, Asian-Pacific, Black, Hispanic, and Native American.</p>
Women Business Enterprise (WBE)	<p>A women-owned business is a for-profit enterprise, regardless of size, physically located in the US or its trust territories, which are 51%, owned, operated and controlled by one or more women.</p>