

SB/DVBE Waiver

Fax waiver to: (916) 375-8021 • E-mail questions and/or waiver to: SB/DVBEWaivers@dgs.ca.gov • Phone: (916) 375-4368

Purchase Estimate Dollar Amount (enter number value only)

Requesting Division/Program:

Person Requesting Exemption:

Phone Number

Date

Do not submit waivers for:

- Mandatory Contracts
- Mandatory Training
- Proprietary Vendors

Required Documents/checklist

Attach copies of the following documents or whichever is applicable:

- Purchase Estimate
- Solicitation Type (RFQ, RFO, RFP, etc.)
- Complete details of your supplier search

Steps taken to seek or include SB, MB, SB/NVSA, or DVBE in this opportunity? (Attach applicable documents)

- Performed a firm search via the DGS eProcurement Website (www.eprocure.dgs.ca.gov, click on *SB/DVBE Search*);
- Worked with Original Equipment Manufacturers (OEM) to identify SB, MB, SB/NVSA, and DVBE resellers;
- Recruited potential SB, MB, SB/NVSA, or DVBE for this opportunity, including Proposed Awardee;
- Worked with existing suppliers to see if they are eligible to become certified and/or;
- Sought OSDS assistance to locate SB, MB, SB/NVSA, or DVBE or to get suppliers/contractors certified.

Enter at least one United Nations Standard Products and Services Codes (UNSPSC) and a brief description of the goods/services being purchased:

UNSPSC:

Justification for Non-Use of SB, MB, SB/NVSA, or DVBE (Attach additional information if necessary):

For OBAS use only

Request:

Approved Valid Through Date: _____

Denied

Comments:

DGS/OBAS Advocate

Date