



For More Information About DVBE Certification

Visit the Office of Small Business & DVBE Services (OSDS):
www.dgs.ca.gov/pd/getcertified
or contact OSDS at (916) 375-4940 or OSDSHelp@dgs.ca.gov

For Information About Veteran Services and Benefits

Visit the CalVet website at: www.calvet.ca.gov

For Business Development Tools

Contact the Business Development Program to determine if the state buys what you sell—
BusinessDevelopment@dgs.ca.gov

Resources

The DVBE certification program does not provide business start-up assistance. For such information you may contact the following:

- The Small Business Administration (SBA)—www.sba.gov.
- Veterans Business Outreach Center—www.vbocix.org; (916) 527-8400 or admin@vbocix.org.
- DVB Alliance—www.dvba.org or (916) 928-0900.
- The Elite Service Disabled Veteran Owned Businesses (SDVOB) Network—www.elitesdvob.org or (619) 284-9922.
- Southwest Veterans' Business Resource Center (SWVBRC)—www.wheremcommunitieserveveterans.org or (951) 940-6063.

For Information on DGS Outreach Events

Visit the Communication & Outreach Section:
www.dgs.ca.gov/pd/communicationsoutreach
or contact us at (916) 375-4400 or Advocate@dgs.ca.gov.

DGS

California Department of General Services
Procurement Division
707 Third Street, 2nd Floor
West Sacramento, CA 95605
www.dgs.ca.gov/pd

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Increase Business Opportunities with State Government— **GET DVBE CERTIFIED!**

The state of California established the Disabled Veteran Business Enterprise (DVBE) Program to increase business opportunities for the DVBE community. State agencies are required to strive to award at least 3 percent of their annual contracting dollars to certified DVBEs. The program helps DVBEs participate on a more level playing field when competing for state contracts.

For complete information on DVBE certification and how to do business with the state, go to: www.caleprocure.ca.gov

CALIFORNIA DEPARTMENT OF GENERAL SERVICES
DGS PROCUREMENT DIVISION



Benefits of California DVBE Certification

- Your business is added to the California Department of General Services database used by state and local agencies to find DVBEs.
- The SB/DVBE Option allows state agencies to contract directly with a California certified Small Business (SB) or DVBE for goods, services, and information technology goods and services valued from \$5,000.01 to \$249,999.99 (up to \$291,000 for public works contracts) after obtaining price quotes from at least two SBs or two DVBEs.
- DVBE subcontractors can find contracting opportunities and place ads seeking work with potential prime contractors at no cost.
- The state may offer up to a 5 percent incentive to bidders that promise to use DVBEs.
- Additional contracting opportunities may exist with reciprocity partners (certain local government entities and public utilities) who accept the state's DVBE certification. Visit www.dgs.ca.gov/pd/reciprocity



What You Should Know

DVBE certification is typically issued for two years. SBs/DVBEs are subject to periodic reviews while actively certified.

Certification does not guarantee you will be awarded a government contract. Contracting with the state is very competitive—you must market your business to the government agencies.

If an applicant has a bidding opportunity, he/she may request an expedited application. Instructions for this are at www.dgs.ca.gov/pd/getcertified.

Small Business Certification

We highly recommend that all DVBEs also certify as a SB. To see if you qualify as a SB, look at the Small Business Certification Requirements section on the certification website. When applying, complete both the SB and the DVBE applications.



How to Apply

Using the latest version of your browser, go to www.caleprocure.ca.gov, click *Sell to the State* (the state of California icon) and click *Register as a Sourcing Bidder*.

After registering your Cal eProcure account, apply for SB/DVBE certification. Go to www.caleprocure.ca.gov, click on *Small Business/Disabled Veteran Business Enterprise* (the check mark icon) then click *Get Certified*.

DVBE Eligibility Requirements

- Disabled veterans must have a service-connected disability of at least 10 percent declared by the United States Department of Veterans Affairs or the United States Department of Defense.
- The firm must be at least 51 percent owned by one or more disabled veterans, except in the case of a Limited Liability Company. Limited Liability Companies must be wholly owned by one or more disabled veterans.
- The disabled veterans who own the firm must be domiciled in California.
- Disabled veterans must have an established business that is operational and active prior to submission of an application.
- Daily business operations must be managed and controlled by one or more disabled veterans. The disabled veteran(s) who manages and controls the business is not required to be the disabled veteran business owner(s).
- Home office must be located in the United States and cannot be a branch or subsidiary of a foreign corporation, foreign firm, or other foreign-based business.
- Under certain circumstances, the disabled veteran shall own at least 51 percent of every piece of equipment to be rented to the state. Refer to www.dgs.ca.gov/pd/programs/osds.aspx under the *PD Quick Links* for DVBE Equipment Ownership Requirements.

Support Documents Needed

Award of Entitlement letter, eBenefits Service/Benefit Verification letter, or Retired/Retainer letter dated within six months of the OSDS receiving your DVBE Certification Application, certifying/declaring a service-connected disability rating of at least 10 percent.

Federal Income Tax Returns for the applicant business for the three most recently completed tax years (or for the number of years in business, if less than three).

For additional information regarding specific support documents required, refer to pages 7 and 8 at www.documents.dgs.ca.gov/pd/smallbus/std812.pdf.