

**DEPARTMENT OF GENERAL SERVICES
SMALL BUSINESS CERTIFICATION**

If the Bidder/Offeror is a Qualified Small Business, the Bidder/Offeror must complete, sign and submit the following certification with its Bid/Proposal.

I, _____, being the _____ [title] of _____ [Contractor], ("Contractor") do hereby certify and represent to the Commonwealth of Pennsylvania ("Commonwealth") that:

- 1. Contractor is not a subsidiary of another firm. Yes No
- 2. Contractor is not dominant in its field of operation. Yes No
- 3. Contractor employs no more than 100 full-time or full-time equivalent employees. Yes No

Total Number of Full-time or Full-time Equivalent Employees on Payroll _____

- 4. Contractor earned less than \$20,000,000 in gross annual revenues (\$25,000,000 in gross annual revenues for those businesses in the information technology sales or service business) in each of its last two fiscal years. Yes No

Gross Annual Revenues in its Last Fiscal Year \$ _____
 Gross Annual Revenues in its Preceding Fiscal Year \$ _____

- 5. If Contractor is a new business (less than 1 year), Contractor has an approved business plan by the Small Business Development Center or by a Pennsylvania Enterprise Center authorized by the Minority Development Agency of the United States Department of Commerce. Yes No
- 6. The information and certifications provided by Contractor are material and important and will be relied upon by the Commonwealth in awarding the contract. The Department shall treat any misstatement as fraudulent concealment of the true facts punishable under Section 4904 of the Pennsylvania Crimes Code, Title 18, of Pa. Consolidated Statutes.

Attest or Witness:

Corporate or Legal Entity's Name

Signature/Date

Signature/Date

Printed Name/Title

Printed Name/Title