THANKS FOR YOUR INTEREST

Suppliers are an essential resource for the Federal Reserve Bank of Cleveland. We welcome your interest in doing business with us.



DIVERSITY MISSION STATEMENT

The Federal Reserve Bank of Cleveland is committed to providing equal access to potential business opportunities for qualified minority-owned and small businesses.



FEDERAL RESERVE BANK OF CLEVELAND OFFICE LOCATIONS

MAIN OFFICE

Contracts and Purchasing Services Department Federal Reserve Bank of Cleveland 1455 East 6th Street P.O. Box 6387 Cleveland, Ohio 44101 (216) 579-2132 or (216) 579-2329

CINCINNATI OFFICE

Federal Reserve Bank of Cleveland 150 East 4th Street P.O. Box 999 Cincinnati, Ohio 45201 Use Main Office telephone numbers

PITTSBURGH OFFICE

Contracts and Purchasing Services Department Federal Reserve Bank of Cleveland 717 Grant Street Pittsburgh, Pennsylvania 15320 (412) 261-7170

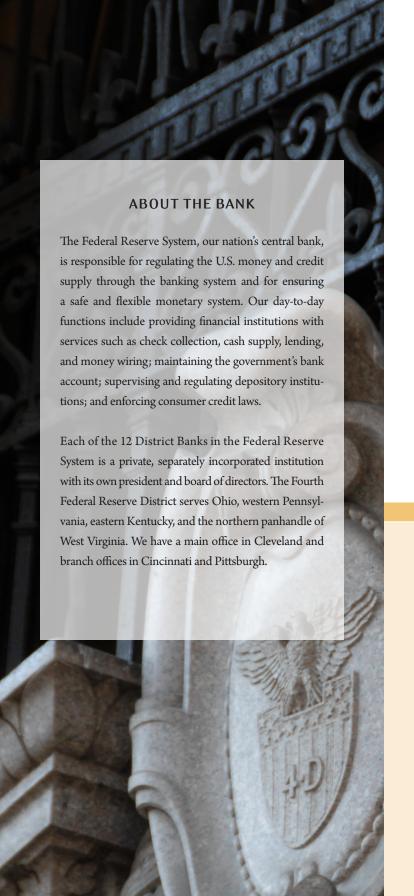
SUPPLIERS' GUIDE



TO
DOING BUSINESS
WITH THE
FEDERAL RESERVE BANK
OF CLEVELAND

FEDERAL RESERVE BANK of CLEVELAND

Cleveland | Pittsburgh | Cincinnati



PURCHASING POLICY

The Federal Reserve's Fourth District has a policy of purchasing goods and services from small and minority-owned businesses whenever possible, so they can become more successful members of their communities and compete more effectively with established firms.

Under the Bank's policy, a "small business" is one that qualifies under Section 3 of the Small Business Act (15 U.S.C., Section 632) and the pursuant rules and regulations. If you have any questions about qualifying, your local Small Business Administration office can help determine your status.

Each supplier to the Bank must self-certify its status as a small or minority-owned business. To receive a certification form, please contact the Contracts and Purchasing Department at the nearest Fourth District location.

HOW TO APPLY

If you would like the Federal Reserve Bank of Cleveland to consider purchasing your product or service, please contact the Contracts and Purchasing Services Department of the appropriate office and request a Vendor Profile Form. After you have completed and returned the form, we will add your name to our supplier data base.

The Bank makes many of its purchases through formal competitive procedures. If your business is a potential supplier of the goods or services needed, the Bank will send you Request for Proposal and Request for Quotation forms. If you have any questions about filling out or returning the forms, please contact the office that sent them.

We can only meet with suppliers by appointment, so we ask that you call or write in advance.

PRODUCTS AND SERVICES PURCHASED

OFFICE SUPPLIES

Computer paper Computer software Custom-printed forms/ envelopes/brochures Library supplies Poly bags Packaging materials Stationery Check processing

OFFICE EQUIPMENT

Furniture Check processing Data communications Data processing Telephone

BUILDING SUPPLIES

Cleaning
Janitorial
Electrical
Floor covering
Hardware
Lumber
Painting
Plumbing

MISCELLANEOUS

Automobiles Uniforms Food preparation equipment

SERVICES

Food service
Landscaping
Snow removal
Automobile maintenance
Construction
Interior design
Laundry
Miscellaneous building
Trash removal
Uniform rental
Consulting