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Helpful Resources for Business Partners

Workshops & Training

The Department of Procurement and Contracts (DPC) has a variety of workshops throughout the year at the Charles A. Hayes Family Investment Center (FIC) located at 4859 S. Wabash Ave, Chicago, IL 60615.

Our Supplier Portal workshops specifically teach participants how to create a new vendor account, reset a password, and review and electronically bid for open solicitations.

[Request for Proposal \(RFP\) 101 video on YouTube](#)

To assist vendors with Supplier Portal issues or concerns, the following resources are available:

For questions or issues regarding the Supplier Portal, please email Harrette Herron-King at hherron@thecha.org or [312-913-7356](tel:312-913-7356).

For technical questions, please call CHA Tech Support at [312-786-4000](tel:312-786-4000).

Policies and Manuals

- [How To Register As A Vendor In The Supplier Portal](#)
- [How To Respond To An Event In The Supplier Portal](#)
- [Procurement Policy \(2023\)](#)

Forms and Documents

- [CHA Debarment List](#)
- [Contract Compliance Certification Form](#)
- [Contractor's Affidavit Form](#)
- [Economic Disclosure Statement Form](#)
- [EEO Compliance Certificate Form](#)
- [HUD 5369-A Form](#)
- [HUD-5370 Form](#)
- [HUD 50071 Form](#)
- [Letter of Intent - MWDBE and Section 3 Subs Form](#)
- [Statement of Bidder's Qualifications Form](#)

Interested In Doing Business With Other Local Government Agencies?

To learn more on doing business with the following agencies, please click on the links below.

(Please note: You will open a non-CHA website in a new window.)

- [City of Chicago](#)
- [Chicago Transit Authority](#)
- [Chicago Park District](#)
- [City Colleges of Chicago](#)
- [Chicago Public Schools](#)
- [Metropolitan Pier & Exposition Authority](#)
- [Public Building Commission of Chicago](#)

The procurement Web site is specifically targeted to manufacturers, dealers, sales agents, and any technically and financially responsible businesses. It is designed to help you understand the procurement role and responsibility at each agency listed - which is to buy goods and services. Each Agency has its own Procurement site and business procedures and we recommend you visit the respective link for complete details.