

# VENDOR / CONTRACTOR QUESTIONNAIRE



*All information provided shall be considered confidential*

## SECTION 1: GENERAL INFORMATION *(Required for all applicants)*

Company Name: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Fax: \_\_\_\_\_ Website: \_\_\_\_\_

### Type of Company or Enterprise:

Corporation      Partnership      Individual      Other (specify) \_\_\_\_\_

Date incorporated: \_\_\_\_\_ U.S. State Registered: \_\_\_\_\_

### PRIMARY CONTACT:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_ Office Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

### SECONDARY CONTACT:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_ Office Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

### EMERGENCY/OFF HOURS CONTACT:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

**Is your company a female- or minority-owned business?**

Yes      No

*If yes, you must provide certificate evidencing ownership status along with this completed questionnaire.*

**Does your company provide:**

Materials (tangible goods)      Services      Materials and services



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**\*\*\*Section 2 is only for material suppliers. Service-only providers should skip to section 3\*\*\***

## SECTION 2: MATERIAL SUPPLIER INFORMATION

*(Required for vendors of tangible goods)*

1. List all types of products/materials that your company sells or distributes:

2. What type of value-added services does your company offer?

a. Vendor stocking  
Yes          No

b. Consignment  
Yes          No

c. Training  
Yes          No

d. Free delivery  
Yes          No

e. Monthly summary billing  
Yes          No

f. Job site delivery  
Yes          No

3. Any other information you would like to provide about your company?

4. In order to be considered as a supplier, you must read and agree to comply with [Central Hudson's terms and conditions.](#)



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## SECTION 3: CONTRACTOR INFORMATION *(Required for service providers)*

**1. Provide information for the officer(s) authorized to sign contracts for your company.**

Name	Title	Email address

**2. Select any of the following services you provide:**

- Architectural / Engineering / Design
- Consulting / Training
- Software Development / Computing Needs /  
Data Processing / Info Services
- Accounting / Audit / Financial
- Electric Line / Substation Construction
- Electric Line Clearance
- Electric Inspection
- Gas Construction
- Gas Inspection
- Flagging
- Janitorial
- Landscape and Snow Removal
- General Site Work
- Other: \_\_\_\_\_
- Hydrovac
- Excavation / URD and Other Trenching
- Repair and Repave Streets
- Soil Remediation / MGP
- Hazardous Material Handling
- Non Hazardous Disposal and Control
- Testing & Sampling
- Meter Painting & Meter Repair
- Security Services
- Temporary Employment Agency
- Transportation Maintenance
- Architectural / Engineering/ Design
- Underwater Divers

**3. List below major equipment presently owned and operated by your company:**



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**4. Has your company ever failed to complete a contract in the past 5 years?**

No      Yes, explain below

**5. Has your company ever been involved in litigation in the past 5 years?**

No      Yes, explain below

## SECTION 4: ADDITIONAL INFORMATION AND CERTIFICATION

*(Required for all applicants)*

**1. Person who completed this questionnaire:**

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Phone:** \_\_\_\_\_      **Email:** \_\_\_\_\_

**2. Complete signed [W-9 form](#) and send to [AP@cenhud.com](mailto:AP@cenhud.com)**

**3. Send this completed form and any other relevant information via email to [purchasing@cenhud.com](mailto:purchasing@cenhud.com)**

**Email is preferred. Only if you are unable to email, send documentation to:**

Central Hudson Gas & Electric Corp.  
ATTN: Purchasing Dept.  
284 South Ave.,  
Poughkeepsie, NY 12601  
845-486-5835

