

CONTACTS

Virginia Museum of Natural History Purchasing Department

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eVA Procurement
www.eva.virginia.gov
866-289-7367

Department of Minority
Business Enterprise
www.dmb.e.virginia.gov
800-223-0671

For more information
on doing business
with the
Commonwealth of Virginia,
contact the
Virginia Department
of Business Assistance
804-371-8258.



Virginia Museum of
NATURAL HISTORY

IN ASSOCIATION WITH THE SMITHSONIAN INSTITUTION

Doing
Business
with the
Commonwealth
of Virginia and
Virginia
Museum of
Natural History

Virginia Museum of Natural History
21 Starling Avenue
Martinsville, VA 24112
(276) 634-4141
www.vmnh.net

Mission

The mission of the Virginia Museum of Natural History is to interpret Virginia's natural heritage within a global context in ways that are relevant to all the citizens of the Commonwealth.

Steps to doing business with the Virginia Museum of Natural History

Obtain a Duns number

www.dunandbradstreet.com
(no charge)

Register with eVA.

www.eva.virginia.gov
866-289-7367

Register with DMBE

As applicable, become a certified small, woman or minority-owned business by the Department of Minority Business Enterprises.
www.dmbv.virginia.gov

General Information

Virginia Museum of Natural History is a state agency that must comply with the laws governed by the Virginia Public Procurement Act (VPPA), and the state Agency Procurement and Surplus Property Manual (APSPM)

eVA – Virginia Electronic Procurement Tool

eVA benefits vendors by allowing the vendor to record electronic bids, request bid solicitations, opportunities to quote, and a myriad of other information and opportunities for doing business with the Commonwealth of Virginia. eVA has established itself as the leading e-procurement tool among government agencies.

To participate in eVA it will be necessary

for vendors to register online with eVA. In order to register with eVA vendors need to obtain a DUNS number from Dun & Bradstreet.

Dun & Bradstreet can be reached toll free @ 1-888-814-1435 or online at www.dunandbradstreet.com. Having a DUNS number uniquely identifies each of your business locations on eVA and is required for eVA registration. After obtaining a DUNS number, vendors must register on eVA.

To register go to www.eva.virginia.gov You can also call 866-289-7367 for registration assistance.

SWAM business means a business that is small owned, woman owned or minority owned.

Small business means independently owned operated business that together with affiliates, has 250 or fewer employees, or average annual gross receipts of \$10 million or less over the previous 3 years.

Woman owned means a business concern that is at least 51% owned by one or more women who are U.S. citizens or legal resident alien.

Minority owned means a business concern that is at least 51% owned by one or more minority individuals (who are U.S. citizens) who also control and operate it.

We encourage you to participate in the Commonwealth SWAM program, get certified and begin to take advantage of the opportunities certification will afford for more contracting and subcontracting opportunities with state agencies and institutions.

For more information or to obtain a Certification Application, visit www.dmbv.virginia.gov or call 800-786-6585 or 804-786-6585 (Virginia only).

For more information on doing business with the Commonwealth contact Virginia Department of Business Assistance 804-371-8258. www.dba.virginia.gov