



Verifying a vendor's status with the Federal Government

Sam.gov provides a database to verify if a vendor has been debarred or suspended from doing business with the federal government.

Below are the steps to check a vendor's status:

1. Navigate to sam.gov. You do not need to have an account, and just select "Search Records".

The screenshot shows the SAM.gov website interface. At the top left is the SAM logo (System for Award Management). To the right is a yellow banner with the text: "A NEW WAY TO SIGN IN - If you already have a SAM account, use your SAM email for login.gov." and a "Log In" button. Below the banner is a navigation menu with links: HOME, SEARCH RECORDS, DATA ACCESS, CHECK STATUS, ABOUT, HELP. A red alert banner states: "ALERT: SAM.gov will be down for scheduled maintenance Saturday, 08/15/2020 from 8:00 AM to 10:00 PM". The main content area features the text: "The System for Award Management (SAM) is an official website of the U.S. government. There is no cost to use SAM. You can use this site for FREE to:" followed by a bulleted list: "Register to do business with the U.S. government", "Update or renew your entity registration", "Check status of an entity registration", and "Search for entity registration and exclusion records". Below this is a "Getting Started" section with three options: "Create A User Account" (with a person icon), "Register Entity" (with a folder icon), and "Search Records" (with a magnifying glass icon). A red arrow points from the "Search Records" icon to the "SEARCH RECORDS" link in the navigation menu. Below the "Search Records" option is the text: "Do a public search for existing entity registration records or exclusion records." and a note: "Federal users can log in to see additional information."

2. On the next page you may search by entity name, DUNS, or CAGE code. If no results are found, click the advanced search button.

Choose Quick Search or Advanced Search

QUICK SEARCH:

Enter your specific search term
(Example of search term includes the entity's name, etc.)

DUNS Number Search: Enter DUNS number ONLY

CAGE Code Search: Enter CAGE code ONLY

SEARCH Need Help?

ADVANCED SEARCH:
Use specific criteria in multiple categories to structure your search.

ADVANCED SEARCH - ENTITY

ADVANCED SEARCH - EXCLUSION

DISASTER RESPONSE REGISTRY SEARCH

3. Below is the advanced search window. Be sure to check the boxes for Active, Inactive, and Entity as shown below. Search by business name or variants of the business name's spelling.

Active Inactive

Registrations with an Active Exclusion(s) Yes No

Registrations with Debt Subject to Offset Yes No

SEARCH **CLEAR** Within an accordion, search will be performed with an OR condition. Between accordions, search will be performed with an AND condition.

Entity

If you search by anything other than Business Name, the remaining fields on this page will be inaccessible.

Business Name

DUNS Number

CAGE Code

Entity Type

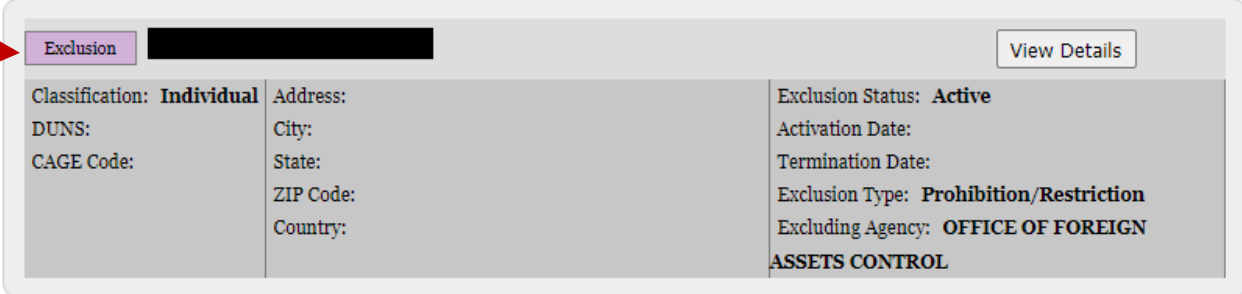
Location

Socio-Economic Status

Products and Services

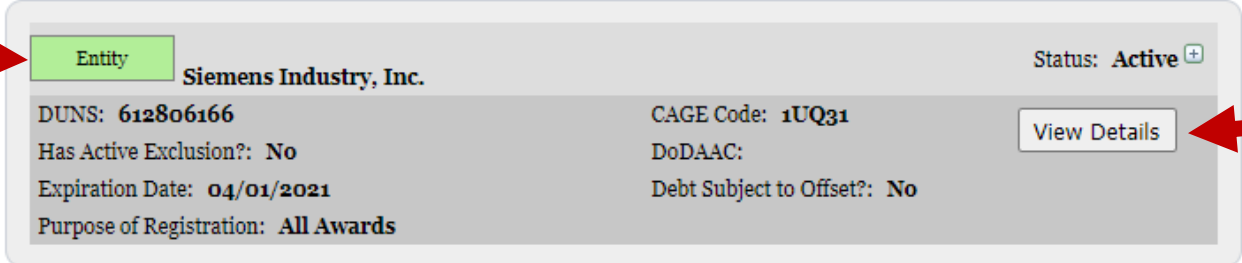
SEARCH **CLEAR**

4. A purple “Exclusion” box indicates that the entity is debarred. If an individual or entity is debarred, Palomar can not conduct business with them.



A screenshot of a software interface showing an exclusion record. A red arrow points to a purple box labeled "Exclusion" on the left. To its right is a blacked-out name. In the top right corner, there is a "View Details" button. The main content area is divided into three columns: "Classification: Individual", "Address:" (with sub-fields for City, State, ZIP Code, and Country), and "Exclusion Status: Active" (with sub-fields for Activation Date, Termination Date, Exclusion Type: Prohibition/Restriction, and Excluding Agency: OFFICE OF FOREIGN ASSETS CONTROL).

A green “Entity” box indicates that the individual or entity does not have exclusions. If the entity does not have exclusions, click the “View Details” button and screen print (or print to pdf) the resulting details page.



A screenshot of a software interface showing an entity record. A red arrow points to a green box labeled "Entity" on the left. To its right is the name "Siemens Industry, Inc." and a "Status: Active" indicator with a plus sign. Below this, there are two columns of information: the left column contains "DUNS: 612806166", "Has Active Exclusion?: No", "Expiration Date: 04/01/2021", and "Purpose of Registration: All Awards"; the right column contains "CAGE Code: 1UQ31", "DoDAAC:", and "Debt Subject to Offset?: No". A "View Details" button is located on the right side, with a red arrow pointing to it.

A screen print must be attached to all requisitions, payment requests, and Cal-Card pre-authorization forms prior to doing business with the individual or entity.