

HHS Office of the Chief Information Officer (OCIO)

Vendor Management Office (VMO) - Vendor Intake Form

Purpose: The Department of Health and Human Services (HHS), Office of the Chief Information Officer (OCIO) is regularly contacted by vendors offering product and services demonstrations. The purpose of this document is to provide potential vendors to the HHS/OCIO organizations a format in which to submit company information to be reviewed by OCIO staff. OCIO staff can then arrange demonstrations as their schedules permit. Collection of this data is for informational purposes only and does not indicate any potential for business opportunities within HHS, OCIO or any subordinate organizations. A repository of collected information will be maintained by the HHS/OCIO/Vendor Management Office (VMO): HHS-VMO@hhs.gov

All requests to communicate with OCIO representatives must include the following information:

Company Name: _____

Point of Contact Name: _____

Contact Title: _____

Contact Phone Number: _____

Contact Email Address: _____

Company Website: _____

NAICS Codes: _____

Duns Number: _____

CAGE Number: _____

SBA Socio-economic Designations:

If any, such as:

8a, HubZone, other OSDBU Designations _____

Service or Product Description (keep to one paragraph)

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Keywords Search:

Links or Demos to Additional Information:

Infographics via Links, if available:

Contact Phone Number:

Target Market, please include:

- What HHS/OCIO component will your service or product benefit? Include examples; identify specific HHS activities, as applicable
- Who are your most frequent users?
- Who has benefitted the most thus far?

Established Use Cases (optional):

- Link use cases to HHS/OCIO mission areas

Current Contract Vehicles Performing Under:

- Include references with contact information