

## Appendix G

### Instructions for Determining Eligibility for Reciprocal Preferences

In accordance with Minn. Stat. § 16C.06, subd. 7, a resident vendor shall be allowed a preference over a non-resident vendor from a state that gives or requires a preference to vendors from that state. This is called a reciprocal preference, or reciprocity. Below is the statutory definition for resident vendor.

Minn. Stat. § 16C.02, subd. 13. **Resident vendor.** “Resident vendor” means a person, firm, or corporation that:

- (1) is authorized to conduct business in the state of Minnesota on the date a solicitation for a contract is first advertised or announced. It includes a foreign corporation duly authorized to engage in business in Minnesota;
- (2) has paid unemployment taxes or income taxes in this state during the 12 calendar months immediately preceding submission of the bid or proposal for which any preference is sought;
- (3) has a business address in the state; and
- (4) has affirmatively claimed that status in the bid or proposal submission.

The state of Oregon maintains a comprehensive listing of all states’ resident bidder preferences. To determine if the Minnesota vendor is eligible for a reciprocal preference, State agencies must review the resident bidder preference information from the National Association of State Procurement Officials (NASPO), a link to which is available on the Office of State Procurement (OSP) website in ALP Manual, [Appendix G](#), States with Resident Bidder and Reciprocal Preferences.

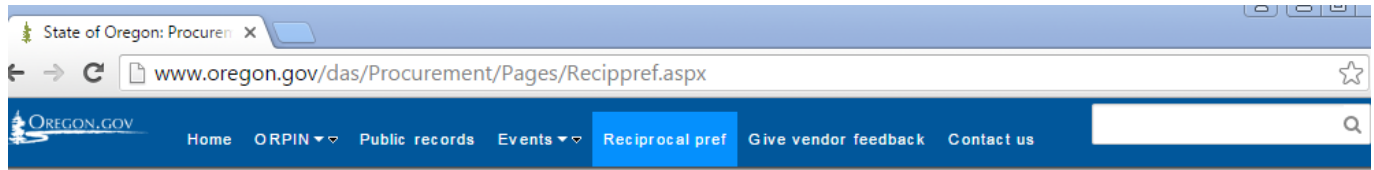
(Source: National Association of State Procurement Officials (NASPO) website:  
<https://www.naspo.org/reciprocity1>

If a vendor responds from a state other than Minnesota, State agencies must review the resident bidder preference information carefully to determine if the Minnesota vendor is eligible for a reciprocal preference for the solicitation’s commodity and/or service. If a vendor is eligible for multiple preferences, apply only the largest preference.

For assistance in determining and applying a reciprocal preference, see the OSP's ALP Manual, Section 2.24, Applying A Preference, [Appendix J](#), Vendor Information, Revised Instructions for Applying Preferences, and Appendix N, [Policy 35](#), Revised Instructions for Applying Preferences.

If you have questions about applying a reciprocal preference, contact the [OSP Acquisitions Management Specialist/Buyer](#).

Partial print screen of state of Oregon, Department of Administrative Services, State Procurement Office website for <http://www.oregon.gov/das/Procurement/Pages/Recippref.aspx>.



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## Reciprocal preference

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### What is it?

Reciprocal preference refers to an advantage a state applies in order to match a preference given by another state. A preference is any advantage given to offerors in a competition for contract award which may be granted based on pre-established criteria. An example of preference may be based on residency of the offeror. Preference criteria are established by law. The law may identify the preference used as either mandatory or discretionary.

### Preference details for each state

Select the state below to view the applicable preferences and laws.

**State**

- Alabama
- Alaska
- Arizona
- Arkansas
- California
- Colorado
- Connecticut
- Delaware
- Florida
- Georgia
- Hawaii
- Idaho
- Illinois
- Indiana
- Iowa
- Kansas
- Kentucky