



# DOING BUSINESS

## WITH THE MINNESOTA DEPARTMENT OF VETERANS AFFAIRS

### 1. Are you registered with the Secretary of State's Office?

- Visit [sos.state.mn.us](http://sos.state.mn.us)
- Businesses must be registered



### 2. Are you registered as a Supplier or Bidder in the SWIFT Supplier Portal?

- Visit Help available at Minnesota Department of Administration:
  - Office of Equity in Procurement (OEP): 651-201-2402  
[Procurement.Equity@state.mn.us](mailto:Procurement.Equity@state.mn.us)  
[mn.gov/admin/oep](http://mn.gov/admin/oep)
  - Procurement Technical Assistance Center (PTAC): 651-201-2629  
[Ptac.adm@state.mn.us](mailto:Ptac.adm@state.mn.us)  
[mn.gov/admin/ptac](http://mn.gov/admin/ptac)
  - SWIFT Vendor Assistance: 651-201-8100, Option 1

### 3. Are you registered with the State of Minnesota in the Small Business Procurement Program?

- Visit [sbcp.mn.gov](http://sbcp.mn.gov)
  - Targeted Group – TG
  - Economically Disadvantaged – ED
  - Veteran Owned – VO

### 4. Do you have questions about the services we're seeking? Are you interested in doing business with MDVA?

For details on the below categories of goods and services, please email [Legal.MDVA@state.mn.us](mailto:Legal.MDVA@state.mn.us)

- Ad agency and media buyer services
- Web design services
- Graphic design services
- Video production services
- Photographers
- Consultation services
- Court reporting services
- Radiology services
- Non-emergency ambulance services (basic life support/BLS)
- Occupational Health services
- Motivational speakers

For details on the below categories of goods and services, please email [Stephanie.Wortham@state.mn.us](mailto:Stephanie.Wortham@state.mn.us)

- Snow removal
- Landscaping
- Herbicide/pesticides
- Gravel
- Irrigation
- Machinery maintenance
- Promotional items
- Porta potties
- Tent/table/chair rentals for events
- Food service providers
- Vehicle maintenance
- Aviary cleaning services
- Staff apparel items