

How do I search to see if a vendor is registered in SAM?

The screenshot shows the SAM.gov website interface. At the top, there is a navigation bar with the SAM logo and a navigation menu containing 'HOME', 'SEARCH RECORDS', 'DATA ACCESS', 'GENERAL INFO', and 'HELP'. Below the navigation bar, there are three main sections: 'CREATE USER ACCOUNT', 'REGISTER/UPDATE ENTITY', and 'SEARCH RECORDS'. The 'SEARCH RECORDS' section is highlighted with a red circle, and a red arrow points to the 'Search Records' button. The 'SEARCH RECORDS' section contains the following text: 'All entity records from CCR/FedReg and ORCA and exclusion records from EPLS, active or expired, were moved to SAM. You can search these records and new ones created in SAM. If you are a government user logged in with your SAM user account, you will automatically have access to FOUO information.' Below the main sections, there is a 'WHAT IS SAM?' section, a 'NEWS AND ANNOUNCEMENTS' section, a 'USER GUIDES/HELPPFUL HINTS' section, and a 'FORMER CCR REGISTRANTS' section. The footer contains the SAM logo, version information, and logos for GSA and USA.gov.

- Go to www.sam.gov
- Click the “Search Records” button
- You do not need to enter a username & password

Search Records

You can enter a DUNS number, CAGE code or Business Name to search for the entities that you are interested in reviewing. You can also enter exclusion search terms to search for exclusion records. Once a search has returned results, use the filters provided to narrow results.

Government employees must create a SAM user account with their government email address. Log in before searching in order to see FOUO information and those registrants who selected to opt out of the public search.

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(Examples of search terms include the entity's DUNS number, name, etc.)

SAM | System for Award Management 1.0
IBM v1.513.20121222-2220
WWW4

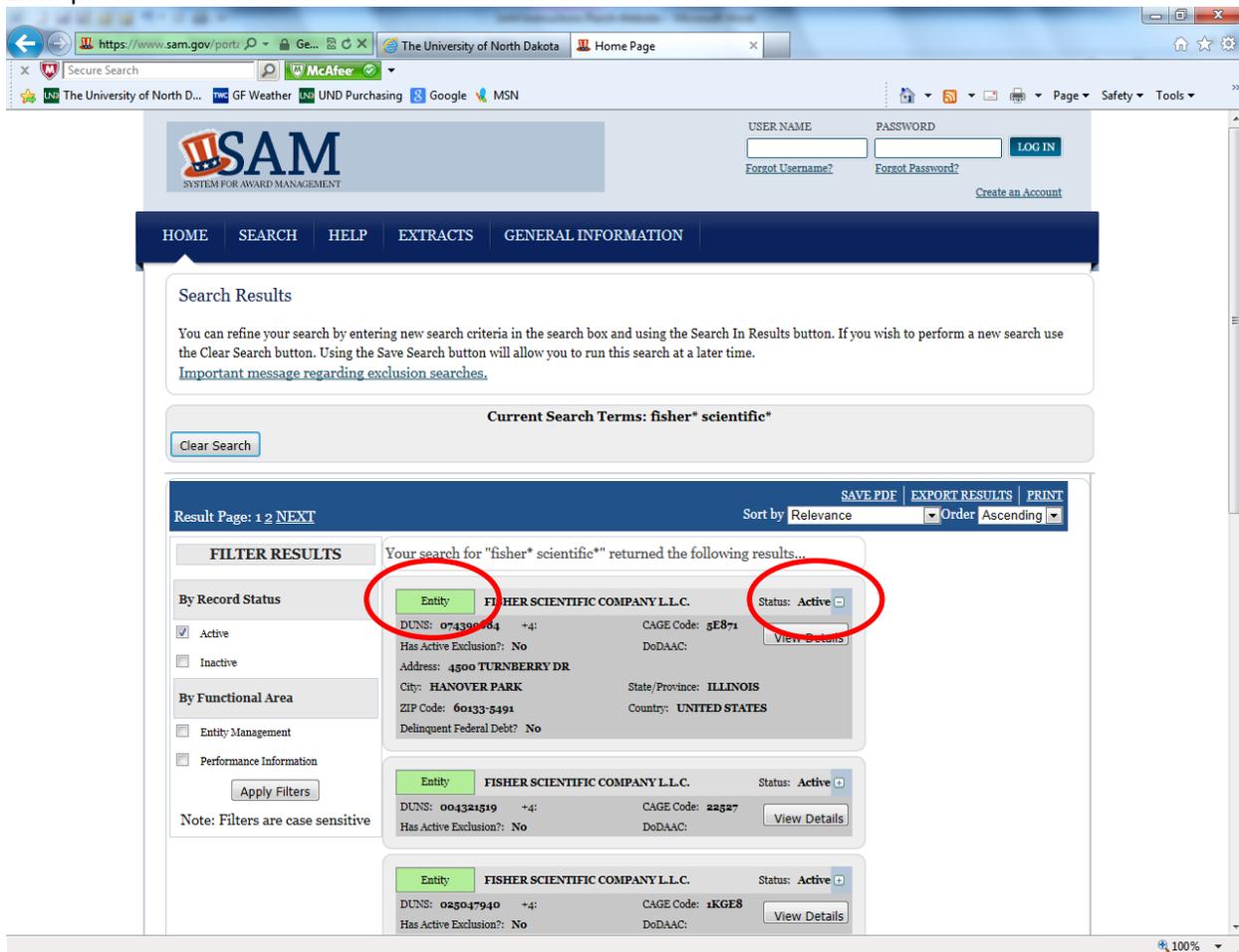
Note to all Users: This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.

GSA USA.gov



- Enter the information you would like to search by, for example company name, individual name, or DUNS number, and click on the search button.
- Any information that matches your search criteria will be returned.
- The vendor must be registered in SAM. If the vendor doesn't come up during a search, UND cannot purchase goods/services from the vendor.
- UND is not permitted to purchase goods/services from parties that are excluded (debarred).
- If an exclusion record is found, it will appear in a box marked "Exclusion". Check the status in the top right corner of the box. If the status indicates "Active", there is an active exclusion on the entity.

Example of successful search of a non-excluded vendor:



- If a vendor is registered in SAM the vendor information will be returned in the search results.
- This search returned numerous results; you will need to verify the address to determine if you are viewing the correct vendor.
- Click on the "+" next to "Status" to unhide the address of the vendor.
- The indicator box is "green" and states "Entity", this vendor doesn't have an exclusion. UND can purchase goods/services from this vendor.

Example of successful search of an excluded vendor:

The screenshot shows the SAM website interface. At the top, there is a navigation bar with 'HOME', 'SEARCH', 'HELP', 'EXTRACTS', and 'GENERAL INFORMATION'. Below this is a search results section titled 'Search Results' with instructions on how to refine searches. The current search terms are 'al-methwad'. The results show one entry for 'Al-Methwad Company'. This entry has a red circle around the word 'Exclusion' and another red circle around the status 'Active'. The company details include: DUNS: U00000451, Classification: Firm, Address: Al-Aizi Building 3rd Floor, Line 2: Al-mansour, Al-rewad Cross, City: Baghdad, State/Province: (blank), ZIP Code: (blank), Country: IRAQ, Excluding Agency: DEPT OF THE NAVY, Activation Date: 07/21/2011, and Termination Date: 05/10/2017. There are also filter options on the left and a 'View Details' button for the search result.

- The indicator box is “lavender” and states “Exclusion” and the status indicates “Active”. Indicating there is an active exclusion on the entity. UND cannot purchase goods/services from this vendor.