



Local Vendor Attributes

A local vendor is a business that meets the following requirements:

1. Has its headquarters, manufacturing facility, home office, locally-owned franchise, or an operating branch physically located within Marion County, Florida;
2. Has been in operation in Marion County for a minimum of one year prior to the issuance of the city's formal bid solicitation; and
3. Within one year of the date of the city's formal bid solicitation has:
 - paid commercial real property tax;
 - paid/filed a tangible personal property tax form with Marion County;
 - has received a City of Ocala Home Occupation Permit; or
 - has received a City of Ocala business tax certificate.

Local vendor preference application in procurements:

1. Applies to any formal competitive bid in excess of \$50,000.
2. When a non-local vendor submits the lowest price bid, and if other bids are submitted by one or more local vendors that are within five percent (5%) of the low bid, then the lowest bidding local vendor shall be awarded the contract if local vendor agrees to enter into a contract with the city that is one percent (1%) lower than the bid submitted by the non-local vendor.
3. Preference does not apply to: procurements subject to formal proposal, such as an Invitation to Negotiate, Letter of Interest, or Request for Proposal where price may not be the only part of the evaluation criteria; purchases with grant funding; purchases made through a co-operative agreement or piggybacks.
4. Refer to the local vendor preference ordinance for more details.

Complete and submit a [Local Vendor Affidavit](#) when registering as a vendor, and submit to Procurement when requested, to be eligible for local vendor preference. When applicable, local vendor must agree to contract with the City for an amount 1% less than the low bid amount.