

HINDS COUNTY BOARD OF SUPERVISORS
BIDS WANTED ON TERM BID CONTRACT FOR MISCELLANEOUS PARTS, TIRES, BATTERIES, AND OIL
FOR HINDS COUNTY CENTRAL REPAIR FACILITY BIDS WANTED ON TERM BID CONTRACT

STATE OF MISSISSIPPI
COUNTY OF HINDS

Bids will be received by Hinds County Board of Supervisors on the TERM BID CONTRACT BID #A09182014 FOR, MISCELLANEOUS PARTS, TIRES, BATTERIES, AND OIL FOR HINDS COUNTY CENTRAL REPAIR FACILITY FOR THE PERIOD OF OCTOBER 1, 2014 THRU SEPTEMBER 30, 2015, by Sealed Bidding Process on Wednesday, September 10, 2014 at 10:00 PM CDT in accordance with the specifications and procedures available with the Hinds County Chancery Clerks Office of Eddie Jean Carr, Chancery Clerk, 316 South President Street, Jackson, MS 39201.

Specifications and procedures are available at the office of Eddie Jean Carr, Hinds County Chancery Clerk, Second Floor, 316 South President Street, Jackson, MS 39201.

Sealed Specification Responses must be submitted in duplicate and will be due at the office of Eddie Jean Carr, Hinds County Chancery Clerk, Second Floor, 316 South President Street, Jackson, MS 39205 no later than Wednesday, September 10, 2014 before 10:00 AM CDT. Any responses with pricing or received after the specified time will be rejected and not permitted to bid on the project.

Specifications shall be enclosed in an envelope clearly labeled with **BID: HINDS COUNTY CENTRAL REPAIR FACILITY**, your Company Name, address and the date completed. All Specification Proposal Sheets must be attached to this proposal. Specification submittals must indicate any exceptions to the specifications, as well as any option packages or prepayment discounts.

The Hinds County Board of Supervisors shall have the authority and discretion to determine whether a proposal is responsive to this statement of intent.

BID CONFORMATION

Any Bid and Specification Response package, which fails to conform to the essential requirements of the specifications, shall be rejected. In discretionary cases, the Hinds County Board of Supervisors shall be the determining factor in whether specifications are met. Bid and Specification Response Packages must be answered completely for exact quantities as per the specifications or they will automatically be rejected. An individual duly authorized to bind the bidder must sign each Specification Response package. Prices must include all material, labor, applicable permits and all shipping and freight costs. Bids must meet or exceed all plans and specifications.

Do not submit any prices with your Specification Response Package for projects or items not included in the specifications. It is the intention of the County to award this bid to the overall lowest and best bidder meeting specifications.

Sales Taxes and federal excise tax are not to be included in the bid price.

The Hinds County Board of Supervisors reserves the right to reject any and all bids. The Hinds County Board of Supervisors will select the overall lowest and best bid; and reserves the right to accept bids based on the total evaluated bid. The Contract will be awarded to the responsible bidder submitting the lowest and the best-evaluated bid complying with the specifications.

Eddie Jean Carr, Chancery Clerk

Publication Date(s): Thursday, August 21, 2014
 Thursday, August 28, 2014

Send bill to Hinds County Board of Supervisors
Eddie Jean Carr Chancery Clerk

BID CONDITIONS & SPECIFICATIONS FOR TERM BID CONTRACTS ON TERM BID, BID #09102014, ON MISCELLANEOUS PARTS, TIRES, BATTERIES, OIL SUPPLIES, (BULK & DRUM) FOR CENTRAL REPAIR OF HINDS COUNTY MISSISSIPPI

October 1, 2014-September 30, 2015

Hinds County Central Repair Facility

1140 Central Drive

Raymond, MS 39154

1. This is a Sealed Bid Event. Hinds County Board of Supervisors, Jackson, Mississippi will be accepting bids on TERM BID CONTRACT BID # 09102014 FOR, MISCELLANEOUS PARTS, TIRES, BATTERIES, OIL SUPPLIES, (BULK & DRUM), for the period of October 1, 2014 through September 30, 2015.
2. An initial bid is due on Wednesday, September 10, 2014, before 10:00 AM CDT.
3. Bid Packages and Specifications are available at the office of Eddie Jean Carr, Hinds County Chancery Clerk, Second Floor, 316 South President Street, Jackson, MS 39201.
4. All Bid documents and Specifications shall be enclosed in an envelope clearly labeled with your Company Name, address, and HINDS COUNTY TERM BID CONTRACT FOR CENTRAL REPAIR, Bid #09102014, as indicated in item #14 below. All Bid Specification Proposal Sheets must be attached and included in the Bid Specification Response Package. Specification submittals must indicate all exceptions to the specifications, as well as any option packages or pre-payment discounts. Any responses received after the time specified will be rejected and not permitted to bid on the project.
5. **MINORITY PARTICIPATION: IT IS THE INTENT OF HINDS COUNTY, MISSISSIPPI, in the interest of providing equal opportunity and participation to all segments of the community, to achieve a goal of minority participation in all activities and projects constructed or sponsored by Hinds County. In furtherance of this, thirty percent (30%) minority/minority business participation is required in connection with all services/commodities provided in connection with this activity/project. It is the intent of Hinds County that this participation be construed to mean that at least thirty percent (30%) of the services and or commodities provided in this project shall be provided by a minority business and that said minority business shall receive at least twenty percent of the compensation paid by Hinds County for the services/commodities rendered in connection with this activity/project.**

Pursuant to State law, "minority business" is defined as a business, which is owned by a person who is a citizen or lawful permanent resident of the United States and who is:

- (i) African American: having origins in any of the black racial groups of Africa.
- (ii) Hispanic: of Mexican, Puerto Rican, Central or South American, or other Spanish or Portuguese culture or origin, regardless of race.
- (iii) Asian American: having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands.
- (iv) American Indian or Alaskan Native: having origins in any of the original people of North America.

Failure to demonstrate compliance to the satisfaction of Hinds County shall result in a proposal being deemed non-responsive to the specifications required by Hinds County for the fulfillment of this activity/project.

The Hinds County Board of Supervisors shall have the authority and discretion to determine whether a proposal is responsive to this statement of intent.

10. **Laws and Regulations:** The bidder's attention is directed to the fact that all applicable State laws, Municipal ordinances, and the rules and regulations of all authorities having jurisdiction over the project shall apply to the Contract throughout, and they will be deemed to be included in the contract the same as though herein written out in full. If the agency is closed for any reason, including but not limited to: acts of God, strikes, lockouts, riots, acts of war, epidemics, governmental regulations superimposed after the fact, fire, earthquakes, floods, or other natural disasters (the "Force Majeure Events"), which closure prevents the opening of bids at the advertised date and time, all bids received shall be publicly opened and read aloud on the next business day that the agency shall be open and at the previously advertised time. The new date and time of the bid opening, as determined in accordance with this paragraph, shall not be advertised, and all Vendors/Contractors, upon submission of a bid proposal, shall be deemed to have knowledge of and shall have agreed to the provisions of this paragraph. Bids shall be received by the agency until the new date and time of the bid opening as set forth herein. The agency shall not be held responsible for the receipt of any bids for which the delivery was attempted and failed due to the closure of the agency as a result of a Force Majeure Event. Each Vendor/Contractor shall be required to ensure the delivery and receipt of its bid by the agency prior to the new date and time of the bid opening.
11. **BID CONFORMATION:** Any Bid and Specification Response package that fails to conform to the essential requirements of the specifications shall be rejected. In discretionary cases, the Hinds County Board of Supervisors shall be the determining factor in whether specifications are met. Each Bid and Specification Response package must be signed by an individual duly authorized to bind the bidder. Bid and Specification Packages placed the day of the Bid Event, Wednesday, September 10, 2014 must include all material and labor, applicable permits and freight according to the specifications of each Material Group required to complete the Term Contract in its entirety. All material must meet or exceed all specifications.

It is the intention of the County to award this bid to the overall lowest and best bidder meeting specifications. The Hinds County Board of Supervisors reserves the right to reject any and all bids.

Hinds County is tax exempt and no Sales and Federal Excise taxes are to be included in the bid pricing.

12. **BID PRICES:** The Hinds County Board of Supervisors, reserves the right to accept or reject any part or all of any bid submitted and waive any informalities therein, and to select the pricing system that is best suited for the County. All prices bid will be guaranteed delivered prices for the term of the contract.
13. **DELIVERY LOCATION:** It is understood that the Supplier agrees to deliver all items on which bids are accepted to the following locations through the term on the contract starting October 1, 2014 through September 30, 2015.
- Hinds County Central Repair Facility
1140 Central Drive
Raymond, MS 39154
14. **DELIVERY TIMES:** It is the responsibility of the awarded supplier to meet all delivery requirements requested by the Buyer. Failure to meet specified or requested delivery times requested by the buyer shall be grounds to terminate the contract with the Supplier at any time.
15. **SUPPLIER RESPONSIBILITY:** It is understood that items will be disqualified that do not meet the specification or the accepted equal. If a product is purchased and it is later determined that the product fails to comply with these specifications and conditions, the item will be rejected and returned to the supplier at the supplier's expense. It is understood that in case of default by the supplier, the Hinds County Board of Supervisors may procure the articles or services from other sources and may deduct from

any unpaid balance due the Supplier for the amount of the excess cost paid, and the price paid shall be considered the prevailing market price at the time such purchase is made. Continuous instances of default may result in cancellation of the contract.

16. All Suppliers are to submit with this Bid and Specification Response due on Wednesday, September 10, 2014 before 10:00 AM CDT, all specifications, and any technical information of each item or any alternate item they intend to bid in this project along with their response.
17. CONTACT INFORMATION: Suppliers having any questions in regards to the specifications, delivery requirements or any item of this project, please contact the following:

Mr. Ray Ingram
Director, Hinds County Central Repair Facility
1140 Central Drive
Raymond, MS 39154
Ph: 601857-5542
E-mail: jhenderson@co.hinds.ms.us

Mr. Andrew Butts
Parts Manager, Hinds County Central Repair Facility
1140 Central Drive
Raymond, MS 39154
Ph: 601-857-8076
E-mail: abutts@co.hinds.ms.us

18. These Specifications are not intended to exclude any Manufacturer, Supplier, are intended only to establish acceptable standards, and are not intended to limit the bidding.
19. Hinds County Vendor Application: All vendors that are not registered with Hinds County as an approved Vendor must complete the Vendor Application located in the bid package and return it with your Bid and Specification responses due on Wednesday, September 10, 2014 before 10:00 AM CDT.
20. CONTRACT: Each Group will be awarded on the lowest and best-valued price submitted by the Suppliers with an alternate for each group. The term of the Contract will be from October 1, 2014 thru September 30, 2015. If Supplier is going to supply an alternate, they must submit the alternate by line item in writing with Bid and Specification Responses, along with all the requirements as stated in items listed below in pages # 5 - 34.

TIRE CONTRACT

21. TIRE CONTRACT: The Tire Contract will be awarded on the lowest and best-valued price submitted by the Suppliers; the award will be made to the primary and two (2) Alternate suppliers. The term of the Contract will be from October 1, 2014 thru September 30, 2015. Suppliers must include the Bid lead-time on orders, delivery time for all tires. If Supplier is going to supply an alternate (two types of Tire), they must submit them in writing with the Bid and Specification Responses, along with all the requirements as stated in items listed below.
22. All Suppliers must conform to the Federal Safety Requirements in addition to DOT grades as listed below. Items must exceed or match specifications listed below in each product and must be comparable with or equivalent to the specifications issued by the Hinds County Central Repair Facility. Any alternates for each product and will be considered with other considerations of the bid.

- 23. All tires must exceed or match specifications listed below and must be comparable with Firestone or Goodyear equivalent tires. All Suppliers will be required to submit with the Bid and Specifications the following: Type of Tire (Tube or Tubeless), Thread Type, Width, Aspect Ratio, Speed Rating Type, Wheel Diameter, Manufacture Name, and Specification Sheet. All tires must have an estimated delivery time from date of order. In addition, each Supplier must indicate lead-time for each product and will be considered with other considerations of the Bid.**

- 24. All Tires are to be delivered to the Hinds County Central Repair Facility located at 1140 Central Drive, Raymond, MS 39154. Freight will be F.O.B. Destination. All Freight charges are included in the bid price. All prices bid will be guaranteed delivered prices except Sales and Federal Excise Taxes.**

P235-70R17						Firestone, Hankook, Goodyear, or Equivalent	
P255-70R18						Firestone, Hankook, Goodyear, or Equivalent	
P255-70R16						Firestone, Hankook, Goodyear, or Equivalent	
P225-60R16	H.P. All Season Radial Pursuit	A	A	260	V	Firestone, Hankook, Goodyear, or Equivalent	
P255-70R18	All Season Radial	E	Tubeless	260		Firestone, Hankook, Goodyear, or Equivalent	
P265-60R17	All Season Radial	E	Tubeless	260		Firestone, Hankook, Goodyear, or Equivalent	
P265-70R17	All Season Radial	E	Tubeless	260		Firestone, Hankook, Goodyear, or Equivalent	
P265-70R18	All Season Radial	B	A	480		Firestone, Hankook, Goodyear, or Equivalent	
P235-75R16 XL	109S	B	A	260		Firestone, Hankook, Goodyear, or Equivalent	
P215-60R16	94S	B	A	260		Firestone, Hankook, Goodyear, or Equivalent	
P245-75R16	All Season Radial	E	Tubeless	N/A	N/A	Firestone, Hankook, Goodyear, or Equivalent	
P225- 70R19.5LT	LT Same as Firestone 560	E	Tubeless	N/A	N/A	Firestone, Hankook, Goodyear, or Equivalent	

LT265-70R17	121/118R	E	Tubeless	N/A	N/A	Firestone, Hankook, Goodyear, or Equivalent	
LT235-85R16	Light Truck	E	Tubeless	N/A	N/A	Firestone, Hankook, Goodyear, or Equivalent	
LT265-75R16	115/112R	E	Tubeless	N/A	N/A	Firestone, Hankook, Goodyear, or Equivalent	
LT215-85R15	115/112R	E	Tubeless	N/A	N/A	Firestone, Hankook, Goodyear, or Equivalent	
LT225-75R16	Submit	Submit	Tubeless	N/A	N/A	Firestone, Hankook, Goodyear, or Equivalent	
LT245-75R16	120/116R	E	Tubeless	N/A	N/A	Firestone, Hankook, Goodyear, or Equivalent	
ST205-75R15	Trailer Tire	E	Tubeless	N/A	N/A	Firestone, Hankook, Goodyear, or Equivalent	
ST225-75R15	Trailer Tire	E	Tubeless	N/A	N/A	Firestone, Hankook, Goodyear, or Equivalent	

End of Tires

BATTERY CONTRACT

25. **BATTERY CONTRACT:** The Battery Contract will be awarded on the lowest and best –valued price submitted by the Suppliers and One (1) Alternate Supplier. The term of the Contract will be from October 1, 2014 thru September 30, 2015. Suppliers must include the Bid and Specification Response lead-time on orders and delivery time for all Batteries. If Supplier is going to supply an alternate to any batteries listed below they must submit it in writing with the Bid and Specification Responses, along with all the requirements as stated in items below.
26. All Batteries must conform to the Federal Safety Requirements and Battery Group Size as listed below.
27. All Batteries must match or exceed specifications listed below and must exceed or compare with Interstate, Patriot, Excide, or other USA manufactured batteries. All Suppliers will be required to submit with Bid and Specification Responses the following: Type of Battery, Battery Group Size, Battery Manufacture Name, Minimum Cold Crank Amps@ thirty-two (32) degrees Fahrenheit, and Specification Sheet. All Batteries must have an estimated delivery time from date of order. In addition, each Supplier must indicate lead-time for each product. Lead times will be considered with other consideration of the Bid.
28. All Suppliers will be required to bid a core return/scrap for all batteries to be picked up for each individual battery at delivery of new batteries. All Batteries are to be bid with minimum (1) One Year Non-Prorated Warranty.
29. All Batteries are to be delivered to Hinds County Central Repair Facility located at 1140 Central Drive, Raymond, MS 39154. Freight will be F.O.B. Destination. All Freight charges are included in the bid price. All prices bid will be guaranteed delivered prices except Sales and Federal Excise Taxes.
30. All Batteries are to be delivered new, not rebuilt, or reconditioned, fully charged, and ready for use. All Batteries must be stamped clearly with the date of manufacture. Construction to be virgin lead oxide and constructed of polypropylene or equal.

Hinds County Battery Requirement Listing

Battery Type Group	Voltage	Cranking AMPS	Bid Price
4DLT-BATTERY	12	1005@32	
65/72 BATTERY	12	1035@32	
8D BATTERY	12	1275@32	
34/78	12	1000@32	
34/78 BATTERY/ Top & Side Post	12	925@32	

Group 49	12	900@32'	
Group 58	12	630@32'	
Group 34	12	820@32'	
Group 34R	12	820@32'	
4D Battery	12	950/1160@32'	
31 P Battery/Top Post	12	1140@32'	
31 S Battery Stud/Screw Post	12	1140@32'	

End of Battery List

BULK OIL & DRUM OIL CONTRACT

31. **OIL & DRUM OIL CONTRACT:** The Oil Contract will be awarded on the lowest and best-valued price submitted by the Suppliers. The term of the Contract will be from October 1, 2014 thru September 30, 2015. Suppliers must include the Bid and Specification Response lead-time on orders and delivery time for all Batteries. If Supplier is going to supply an alternate to any batteries listed below they must submit it in writing with the Bid and Specification Responses, along with all the requirements as stated in items below.
32. All Oil must conform to the Federal Safety Requirements, and meet all requirements set by the SAE, ASTM, API, Engine Manufacturers Association (EMA), the Chemical Manufacturers Association (CMA), HDOCP.
33. All Oil must match or exceed specifications listed below. All suppliers will be required to submit with the Bid and Specifications Responses the following: Type of Oil, Manufacture Name, and Specification Sheet. All Oil must have and estimated delivery time from the date of order. In addition, each Supplier must indicate lead times for each product. Lead times will be considered with other considerations of the bid.
34. All Oil is to be delivered to Hinds County Central Repair Facility located at 1140 Central Drive, Raymond, MS 39154. Freight will be F.O.B. Destination. All freight charges are included in the bid price. BULK OIL is to be delivered in Bulk; County has 200 Gallon Bulk Tank for Filling. All prices bid will be guaranteed delivered prices except Sales and Federal Excise Taxes.

HINDS COUNTY OIL REQUIREMENTS DRUM OIL

Delivery Size Bulk or Drum	Type of Oil	Bid Price
55 Gallon Drum	15W-40 Fleet Motor Oil	
55 Gallon Drum	5W-30 Motor Oil	
55 Gallon Drum	Tractor Hydraulic Fluid PRO 85-455	
55 Gallon Drum	Red Antifreeze 50/50	
55 Gallon Drum	Green Antifreeze 50/50	
55 Gallon Drum	Gear Oil 85W-140	
55 Gallon Drum	5W-20 Motor Oil	
55 Gallon Drum	Mercon Transmission Fluid	

Bulk Oil

Bulk Oil	15W-40 Fleet Motor Oil	
Bulk Oil	5W-30 Motor Oil	
Bulk Oil	Tractor Hydraulic Fluid Pro 85-455	
Bulk Oil	Green Antifreeze 50/50	
Bulk Oil	5W-20 Motor Oil	

End of Bulk Oil & Drum Contract

BRAKE ROTARS, BRAKE PADS, AND MISC. ITEMS CONTRACT

35. Brake Rotors and Brake Pad Contract: The Brake Rotors and Brake Contract will be awarded on the lowest and best-valued price submitted by the Suppliers. The term of the Contract will be from October 1, 2014 thru September 30, 2015. Suppliers must include the Bid and Specification Response lead-time on orders and delivery time for all Batteries. If Supplier is going to supply an alternate to any batteries listed below they must submit it in writing with the Bid and Specification Responses, along with all the requirements as stated in items below.
36. All Brake Rotors and Pads must conform to the Federal Safety Requirements, and meet all the specification requirements and pads must be made of carbon metallic and withstand hottest temperatures ranging between 572 TO 1472 degrees Fahrenheit or 300 to 800 degrees compared to Raybestos Police Package ATP 1058P and ATP 1057AP. Rotors must meet or exceed Raybestos 780256P and 780395P.
37. All Suppliers will be required to submit with the Bid and Specification Responses the following: Type of Brake Pad & Brake Rotor, Manufacture Name, and Specification Sheet. All Brake Pad Rotors must have an estimated delivery time from date of order. In addition, each Supplier must indicate lead-time for each product. Lead times will be considered with other considerations of the bid.
38. All Brake Pads & Rotors are to be delivered to Hinds County Central Repair Facility located at 1140 Central Drive, Raymond, MS 39154. Freight will be F.O.B. Destination. All freight charges are included in the bid price. All prices bid will be guaranteed delivered prices except Sales and Federal Excise Taxes.

BRAKE ROTORS & BRAKE PADS & MISC. ITEMS

Type	Description Comparable Part Number	Bid Price
Front Rotor	Dodge Charger Police 780256P	
Rear Rotor	Dodge Charger Police 780395P	
Front Brake Pads	Dodge Charger Police ATP 1058P	
Rear Brake Pads	Dodge Charger Police ATP 1057AP	
Front Rotor	Crown Victoria Police 680110P	
Rear Rotor	Crown Victoria Police 680129P	
Front Brake Pads	Crown Victoria Police ATP 931P	
Rear Brake Pads	Crown Victoria Police ATP 1040AP	
Throttle Body Cleaner	Berrymans B-12 #0120C or Equivalent Spray, 20 Oz./ 12 Per case	
Sea Foam Motor Treatment	SF-16 Sea Foam Motor Treatment / 12 per case	

Engine Restore	#00019 19oz. Can /bid by case	
Power Steering Fluid	#9832, 32oz. Can/ Bid by case	
Brake Fluid	#FC-29001 12oz. Can/Bid by case	
Transmission Fluid	Motorcraft Mercon LV 32oz. /Bid by case	
Transmission Fluid	#75-207 Mercon 5 32oz. / Bid by case	
Gear Oil	Gear oil Synthetic 75-140 Quarts /Bid by case	
Freon R-134 A	Freon 134 A 30 Pound Container	
PB Blaster	PB Blaster BLP16-PB 12oz. / 12 per case	

End of Specifications

AFFIDAVIT

(TO BE EXECUTED IN DUPLICATE)

STATE OF MISSISSIPPI

COUNTY OF _____

I, _____

(Name of person signing affidavit)

Individually, and in my capacity as _____

(Title)

of _____ being duly sworn, on oath do depose and say as follows:

(Name of firm, partnership or corp.)

(a) That _____, Bidder on TERM BID CONTRACTS ON TERM BID CONTRACT BID #09102014 FOR MISCELLANEOUS PARTS, TIRES, BATTERIES, OIL SUPPLIES (BULK & DRUM) FOR HINDS COUNTY CENTRAL REPAIR FACILITY FOR THE PERIOD OF OCTOBER 1, 2014 THROUGH SEPTEMBER 30, 2015 has not either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this contract; nor have any of its officers, partners, employees or principal owners.

(b) Further, that neither said legal entity nor any of its directors, officers, partners, principal owners or managerial employees are currently debarred from bidding on public contracts by the State of Mississippi or any of its agencies; or by one or more of the other states or any of their agencies; or by any Federal agency.

Signature _____

Title _____

(SEAL)

Sworn before me this ____ day of _____, 2014

Notary Public

My commission expires: _____

NOTE: FAILURE TO PROPERLY SIGN AND NOTARIZE THIS AFFIDAVIT WILL DISQUALIFY THE BID.

HINDS COUNTY

316 South President ·
Suite 401 · Jackson, Ms 39205
(601) 968-6534



PURCHASING

Chancery Court Building ·
fax - (601) 968-6544

Vendor Information Packet

We are pleased to acknowledge all companies interested in becoming a vendor with Hinds County. It is the intent of this office to acquaint you with the policies, procedures, and laws which govern our operation and enable us to maintain an equitable relationship with all vendors.

It is the policy and goal of the Hinds County Purchasing Department to provide all vendors a fair, competitive and transparent solicitation process, that encourages an open and fair competitive opportunity to sell equipment, machinery, supplies, commodities, materials, and services to Hinds County.

For your convenience, it is the vendor's responsibility to obtain a Purchase Order number. A Purchase Order number is **required before any purchases** can be made by Hinds County. Vendors are responsible for remitting proper invoice(s) to the Accounting Department for payment.

If you are interested in being added to Hinds County's Vendor List, please complete the attached Vendor Application, IRS W-9 form and Commodities/Services list.

Included with this packet is Hinds County's Sales Tax Exemption Information and contact information for questions concerning purchases and payments.

Thank you for your interest in Hinds County and we look forward to future opportunities for doing business with your company.

Respectfully,

Arthur Matlock
Purchase Clerk

HINDS COUNTY



PURCHASING

316 South President ·
Suite 401 · Jackson, Ms 39205 fax - (601) 968-6544
(601) 968-6534

Chancery Court Building ·

Exemption for Sales Tax

Hinds County, Mississippi

TAX ID #: 64-6000443

Hinds County is exempt from Sales Tax by "Section 27-65-105 of the Mississippi Code of 1972, Annotated, providing exemption from sales tax for sales made directly to the United States Government, the State of Mississippi and its departments, all institutions, counties and municipalities or departments of school districts".

Contact Information for Hinds County

Hinds County Purchasing Department
Chancery Court Building
316 South President Street, Suite 401
Jackson, Mississippi 39201

Telephone: 601-968-6534
Facsimile: 601-968-6544

Invoices, payments information

Hinds County Accounting Department
Chancery Court Building 2nd Floor
P.O. Box 686
316 South President Street
Jackson, Mississippi 39205-0686

Telephone: 601-968-6558
Facsimile: 601-973-5535

HINDS COUNTY, MISSISSIPPI
MINORITY PARTICIPATION

* * * * *

IT IS THE INTENT OF HINDS COUNTY, MISSISSIPPI, in the interest of providing equal opportunity and participation to all segments of the community, to achieve a goal of minority participation in all activities and projects conducted or sponsored by Hinds County. In furtherance of this; thirty percent (30%) minority business participation is required in connection with all services and or commodities provided in this activity or project. It is the intent of Hinds County that this participation shall be construed to mean at least thirty percent (30%) of the services and or commodities provided in this project shall be provided by a minority business and that said minority business shall receive at least thirty percent (30%) of the compensation paid by Hinds County for the services and commodities rendered in connection with this project.

Pursuant to State law, "minority business" is defined as a business which is owned by a person who is a citizen of lawful permanent resident of the United States and who is:

- (I) Black: Having origins in any of the black racial groups of Africa.
- (II) Hispanic: Of Mexican, Puerto Rican, Central or South American, or other Spanish or Portuguese culture or origin regardless of race.
- (III) Asian American: Having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands
- (IV) American Indian or Alaskan Native: Having origins in any of the original people of North America.

All persons/entities wishing to provide services or commodities to Hinds County shall submit a specific written statement describing their status and the manner in which they propose to comply with this provision. Failure to demonstrate compliance to the satisfaction of Hinds County shall result in a proposal being deemed non-responsive to the specification required by Hinds County for the fulfillment of this activity or project.

Following the acceptance of a proposal for services or commodities, the successful candidate shall, within fifteen (15) days of such acceptance, substantiate compliance with this provision by submitting a second written statement delineating the specific method(s) of compliance, including identities and area of participation of minority business participants.

The Hinds County Board of Supervisors shall have the authority and discretion to determine whether a proposal is responsive to this statement of intent.



Official Use Only:	
Vendor No. _____	
Date Submitted: _____	

VENDOR APPLICATION

PLEASE TYPE OR PRINT NEATLY. APPLICANT MUST COMPLETE ALL SPACES PROVIDED OR APPLICATION WILL BE RETURNED.

BUSINESS INFORMATION			
Business Name:	Type of Business:	Federal Employer ID#	
Physical Address: (Include Suite/Bldg.No):		City, State	Zip Code:
Mailing Address:(only if different from street):		City, State	Zip Code:
Toll Free Number:	Office Number:	Fax Number:	
Occupational License: (if applicable) <small>(Please attach if available)</small>		Professional License:(if applicable) <small>(Please attach if available)</small>	
Organization: (Check One) <input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation (Incorporated under the laws of the state of _____)			
Are you a Minority Vendor? <input type="checkbox"/> Yes or <input type="checkbox"/> No			
PERSON TO CONTACT FOR BIDS OR QUOTES			
Contact Name:		Contact Email Address: *for Bid Information	
Contact Street Address:		City, State	Zip Code
Mailing Address for Payments (Checks)		City, State	Zip Code
Contact Toll Free Number:	Office Number:	Fax Number:	Cell Number: (Optional)
CERTIFICATION			
<p>I certify that I am the owner or an authorized officer or agent for the above company and that the information supplied herein, including all pages attached, is correct and that neither the applicant nor any person or concern in any connection with the applicant as a principal officer, so far as is known, is now debarred or otherwise declared ineligible by the Hinds County Board of Supervisors from bidding for materials, supplies, equipments or services to the Hinds County Board of Supervisors or any agency thereof.</p> <p>Note: All applications are subject to review and investigation prior to validation for placement on approved County Vendor List.</p>			
Signature of Owner, Officer or Authorized Agent:			
Print Name Here:		Title:	Date:

Request for Taxpayer Identification Number and Certification

Give Form to the
 requester. Do not
 send to the IRS.

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return)	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> Other (see instructions) ▶ _____	Exemptions (see instructions): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____
	Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	City, state, and ZIP code	
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number									

Employer identification number									

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below), and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here	Signature of U.S. person ▶	Date ▶
------------------	----------------------------	--------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.
Future developments. The IRS has created a page on IRS.gov for information about Form W-9, at www.irs.gov/w9. Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, payments made to you in settlement of payment card and third party network transactions, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the

withholding tax on foreign partners' share of effectively connected income, and 4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

LOCAL BUSINESS DIRECTORY
LIST OF COMMODITIES/SERVICES

- | | | |
|---|---|--|
| <input type="checkbox"/> A/C Repairs | <input type="checkbox"/> Financial Services | <input type="checkbox"/> Playground Equipment |
| <input type="checkbox"/> Air Compressor Repairs/Sales | <input type="checkbox"/> Fire Equipment Sales | <input type="checkbox"/> Plant/Nursery Sales |
| <input type="checkbox"/> Alarm Services | <input type="checkbox"/> Fire Equipment Testing | <input type="checkbox"/> Plumbing Services |
| <input type="checkbox"/> Appliance Sales | <input type="checkbox"/> Fire Sprinklers Services | <input type="checkbox"/> Postage Machines |
| <input type="checkbox"/> Architect Services | <input type="checkbox"/> Flooring Services | <input type="checkbox"/> Printing Services |
| <input type="checkbox"/> Asbestos Abatement | <input type="checkbox"/> Food Services | <input type="checkbox"/> Promotional Supplies |
| <input type="checkbox"/> Asphalt Repairs | <input type="checkbox"/> Fuel, Oil & Lubricants | <input type="checkbox"/> Radio Communication |
| <input type="checkbox"/> Auctioneering Services | <input type="checkbox"/> Furniture Repairs | <input type="checkbox"/> Radio & TV Advertisement |
| <input type="checkbox"/> Auto Part Sales | <input type="checkbox"/> Furniture Sales | <input type="checkbox"/> Recycling Equipment |
| <input type="checkbox"/> Awards & Trophies | <input type="checkbox"/> Garage Door Repairs | <input type="checkbox"/> Road Construction |
| <input type="checkbox"/> Background Checks | <input type="checkbox"/> Garage Door Repairs | <input type="checkbox"/> Rock-Sand-Granite |
| <input type="checkbox"/> Battery Sales & Disposal | <input type="checkbox"/> Glass & Mirror Sales | <input type="checkbox"/> Roofing Services |
| <input type="checkbox"/> Blue Prints | <input type="checkbox"/> Grading of Roads | <input type="checkbox"/> Septic Services |
| <input type="checkbox"/> Book Sales | <input type="checkbox"/> Hydraulic Repairs | <input type="checkbox"/> Shipping Services |
| <input type="checkbox"/> Bottled Water Sales | <input type="checkbox"/> Ice Sales | <input type="checkbox"/> Shoes & Boot Sales |
| <input type="checkbox"/> Brick Supplies | <input type="checkbox"/> Industrial Supplies | <input type="checkbox"/> Signage |
| <input type="checkbox"/> Building Construction | <input type="checkbox"/> Insurance Services | <input type="checkbox"/> Sod-Fertilizer-Seeds |
| <input type="checkbox"/> Building Supplies | <input type="checkbox"/> Internet & Cable Services | <input type="checkbox"/> Sports Equipment |
| <input type="checkbox"/> Carpet Cleaning | <input type="checkbox"/> Junk & Litter Removal | <input type="checkbox"/> Street Sweeping |
| <input type="checkbox"/> Chemical Sales | <input type="checkbox"/> Land Clearing | <input type="checkbox"/> Surveying Services |
| <input type="checkbox"/> Cell Phones | <input type="checkbox"/> Large Equipment Repairs | <input type="checkbox"/> Temporary Labor |
| <input type="checkbox"/> Cleaning Services | <input type="checkbox"/> Landscaping Services | <input type="checkbox"/> Tire Sales & Disposal |
| <input type="checkbox"/> Computer Hardware & Software | <input type="checkbox"/> Lawn Equipment Repairs | <input type="checkbox"/> Title Company |
| <input type="checkbox"/> Concrete Services | <input type="checkbox"/> Lawn Maintenance | <input type="checkbox"/> Tool Sales & Repairs |
| <input type="checkbox"/> Consulting Services | <input type="checkbox"/> Lighting Supplies | <input type="checkbox"/> Towing Services |
| <input type="checkbox"/> Copier Repairs & Sales | <input type="checkbox"/> Locksmith Services | <input type="checkbox"/> Traffic Control Supplies |
| <input type="checkbox"/> Debt Collection Services | <input type="checkbox"/> Lumber Sales | <input type="checkbox"/> Traffic Striping Services |
| <input type="checkbox"/> Document Shredding | <input type="checkbox"/> Machine & Equipment Rental | <input type="checkbox"/> Trailer Sales |
| <input type="checkbox"/> Drug Rehab Services | <input type="checkbox"/> Mailing Services | <input type="checkbox"/> Tree Trimming |
| <input type="checkbox"/> Dumpster Services | <input type="checkbox"/> Medical Supplies | <input type="checkbox"/> Trucking & Excavating |
| <input type="checkbox"/> Electrical Repairs | <input type="checkbox"/> Metal Fabrication | <input type="checkbox"/> Uniform Sales & Service |
| <input type="checkbox"/> Elevator Services | <input type="checkbox"/> Moving Services | <input type="checkbox"/> Upholstery Cleaning |
| <input type="checkbox"/> Embroidery Services | <input type="checkbox"/> Music Equipment Sales | <input type="checkbox"/> Utility Services |
| <input type="checkbox"/> Endangered Species | <input type="checkbox"/> Office Machine Repairs | <input type="checkbox"/> Vending Services |
| <input type="checkbox"/> Engineering Services | <input type="checkbox"/> Office Supplies | <input type="checkbox"/> Video Taping Services |
| <input type="checkbox"/> Engraving Services | <input type="checkbox"/> Outdoor Advertising | <input type="checkbox"/> Water Testing Services |
| <input type="checkbox"/> Environmental Assessment | <input type="checkbox"/> Painting Supplies & Services | <input type="checkbox"/> Welding Services |
| <input type="checkbox"/> Fencing Services | <input type="checkbox"/> Paper Products | <input type="checkbox"/> Well & Pump Repairs |
| <input type="checkbox"/> File Systems | <input type="checkbox"/> Paving Services | |
| | <input type="checkbox"/> Pest & Termite Control | |

Type of Commodity or Service Company Provides: (Please see above list and mark all applicable services/commodities or fill in the other section if your service/commodity is not listed) and attach to the application upon submission.

OTHER: