

## BIDS WANTED

STATE OF MISSISSIPPI  
COUNTY OF HINDS

Notice is hereby given that sealed bids will be received by the Hinds County Chancery Clerk's Office, for the following: **New Asphalt Distributor Mounted on Truck Chassis.**

This is a Sealed Bid Event. Hinds County Board of Supervisors, Jackson, Mississippi will be accepting bids until 9:59 A.M. on July 15, 2015 FOR HINDS COUNTY PUBLIC WORKS DEPARTMENT.

All bids received will be publicly opened and read aloud on **Wednesday July 15, 2015 at 10:00 A.M.** In the Hinds County Board of Supervisors Room, First floor, Chancery Court Building, 316 S. President St. Jackson, MS.

Any bid, which fails to conform to the essential requirements of the specifications, shall be rejected. In discretionary cases, the Board of Supervisors shall be the determining factor in whether specifications are met. Bids must be the exact quantity of the item(s) required or they will be automatically rejected. An individual duly authorized to bind the bidder must sign each bid. Prices must include any and all shipping and freight.

Bids must meet all specifications exactly as written. Bidders must bid on all items as listed in order to qualify for award.

Bids must be hand delivered, or otherwise physically delivered by public or private couriers or delivery service, including but not limited to U.S. Postal Service, Certified Mail with return receipt requested, United Parcel Service, Federal Express, or by any other delivery method wherein receipt of said bids must be acknowledged, in writing, by the addressee at **9:59 A.M. Wednesday, July 15, 2015** to **Eddie Jean Carr, Chancery Clerk**, Second Floor, Chancery Court Building, 316 South President St., Jackson, Mississippi 39201 or P.O. Box 686 Jackson, MS 39205.

**Please indicate "New Asphalt Distributor Mounted on Truck Chassis" on the outside of your envelope.**

Bids packages can be picked up at the office of Eddie Jean Carr, Hinds County Chancery Clerk, Second Floor, 316 S. President St., Jackson, MS 39201 or on the website; [www.hindscountymms.com](http://www.hindscountymms.com). Sealed Bids 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 39201 no later than Wednesday, July 15, 2015 before 10:00 AM CDT. Any responses received after the time specified will be rejected and not permitted to bid on the project.

The Board of Supervisors reserves the right to reject any and all bids and to waive any irregularities in the bid process, submitted this the 22<sup>ND</sup> of June 2015.

Eddie Jean Carr, Chancery Clerk  
BY: Greta Lovell D.C.

Advertised In: The Jackson Advocate and The Clarion Ledger

**Published Date(s): June 25, 2015 and July 2, 2015**

**NOTE: place bid item in bold**

Send Bill To: Hinds County Board of Supervisors  
Eddie Jean Carr, Chancery Clerk  
Attn: Recording Clerk  
(601)968-6523

**+NOTICE TO BIDDERS AND SPECIFICATIONS**  
**HINDS COUNTY BOARD OF SUPERVISORS BID FOR THE PURCHASE OF NEW**  
**ASPHALT DISTRIBUTOR MOUNTED ON TRUCK CHASSIS**

**HINDS COUNTY PURCHASING DEPARTMENT**  
**Arthur Matlock, Purchase Clerk**  
**Purchasing Department**  
**Chancery Clerk Building**  
**316 South President Street**  
**Jackson, MS 39201-0686**

Hinds County Board of Supervisors on the PURCHASE OF A NEW ASPHALT DISTRIBUTOR  
MOUNTED ON TRUCK CHASSIS.

1. BID CONTRACT, FOR THE PURCHASE OF A NEW ASPHALT DISTRIBUTOR MOUNTED ON TRUCK CHASSIS, will receive sealed bids. All Bid packages and specifications will be available at the Hinds County Chancery Clerks Office of Eddie Jean Carr, Chancery Clerk, 316 South President Street, Jackson, MS 39201.
2. The bid opening will be on Wednesday, July 15, 2015 at 10:00 AM in the Board Room of the Hinds County Board of Supervisors, Chancery Court Building, 316 South President Street, Jackson, Mississippi 39201.
3. All bids shall be enclosed in a sealed envelope clearly labeled with: HINDS COUNTY PURCHASE OF A NEW ASPHALT DISTRIBUTOR MOUNTED ON TRUCK CHASSIS BID, Your Company's Name, address and the date. All sealed packages must contain all documents and materials as stated in the bid specifications. Sealed Bid Packages will be due on or before Wednesday, July 15, 2015 no later than 9:59 A.M. CST at the Hinds County Chancery Clerks Office, Second Floor, Chancery Court Building, 316 South President Street, Jackson, Mississippi 39201. Any Bid Packages received after that time will not be considered. It is the intent of the Hinds County Board of Supervisors to award this and all bids to the lowest and/or best bidder in the best interest of Hinds County.
4. 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. Bids must be hand delivered, or otherwise physically delivered by public or private couriers or delivery service, including but not limited to U.S. Postal Service, Certified Mail with return receipt requested, United Parcel Service, Federal Express, or by any other delivery method wherein receipt of said bids must be acknowledged, in writing, by the addressee by 9:59 A.M. Wednesday, July 15, 2015 to Eddie Jean Carr, Chancery Clerk, Second Floor, Chancery Court Building, 316 South President Street Jackson, Mississippi 39201. Any bid, which fails to conform to the essential requirements

of the specifications, shall be rejected. The Board of Supervisors shall be the determining factor in whether specifications are met. Bids must be the exact specifications of the item(s) required or they will be rejected. An individual duly authorized to bind the bidder must sign each bid. Prices must include any and all delivery/shipping costs.

5. Sealed Bids and Specification Responses must be submitted and will be due at the office of Eddie Jean Carr, Hinds County Chancery Clerk, Second Floor, 316 South President Street, Jackson, MS 39201 no later than Wednesday, July 15, 2015 by 9:59 A.M. CST. Any responses received after the time specified will be rejected and not permitted to bid on the project.

BID: Hinds County Bid for the Purchase of a New Asphalt Distributor Mounted on Truck Chassis

Firm \_\_\_\_\_ Name: \_\_\_\_\_

Person  
Completing Documents: \_\_\_\_\_

Mailing \_\_\_\_\_ Address: \_\_\_\_\_  
City: \_\_\_\_\_

State: \_\_\_\_\_  
Zip Code: \_\_\_\_\_ Date: \_\_\_\_\_

Telephone No: \_\_\_\_\_  
E-mail: \_\_\_\_\_

Signature  
of individual completing Documents: \_\_\_\_\_

#### 6. ADDENDA AND INTERPRETATIONS:

- a. Should a bidder find any discrepancies in, or omissions in the Specifications or should be in doubt as to their written meaning, they should at once notify the Hinds County Purchasing Department, who will send a written instruction of interpretation to known holders of the documents. The Hinds County Board of Supervisors will not be responsible for any oral instructions.
- b. Addenda to Specifications may be issued before the time of bidding, included in the Bid, and will become a part of the awarded Contract.

7. **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 this 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 taken 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.
8. **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 thirty 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) 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 Island's;

(iv) American Indian or Alaskan Native: having origins in any of the original people of North America;

All persons/entities wishing to provide services/commodities to Hinds County shall submit a specific hand written statement describing their status and the manner in which they propose to comply with this provision with their Bid Package due on Wednesday, July 15, 2015.

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.

Following the acceptance of a proposal for services/commodities, the successful candidate shall, within fifteen (15) days of such acceptance, substantiate compliance with these provisions by submitting a second written statement delineating the specific method(s) of compliance, including identities and areas of participation of minority 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.

**A. BID CONFORMATION:** Any Bid Package, which fails to conform to the essential requirements of the specifications, shall be rejected. The Hinds County Board of Supervisors shall be the determining factor in whether specifications are met. An individual duly authorized to bind the bidder must sign each Specification Response package. Bids must meet or exceed all specifications.

Hinds County is tax exempt and no taxes are to be included in the bid pricing. Pricing numbers and Federal Excise Tax are not to be included in the bid price.

**9. 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 price bids will be guaranteed delivered prices for the purchase of the equipment. All prices will, be guaranteed and the awarding Vendor must sign the final agreement from the Hinds County Board of Supervisors.

**10. GENERAL INFORMATION AND DETAILED PACKAGE ITEMS:**

**A.** Sealed Bids will be received by the Hinds County Chancery Clerks Office until 9:59 A.M. on July 15, 2015 for Hinds County, HINDS COUNTY PURCHASE OF NEW ASPHALT DISTRIBUTOR MOUNTED ON TRUCK CHASSIS BID.

**B.** Before submitting a bid, all Vendors/Contractors shall familiarize themselves with all contract documents, including Notice of Advertisement, instructions to Vendors/Contractors, Requirements and Specifications, all of which are part of the

documents and all may be obtained at the Hinds County Chancery Clerk Office, Hinds County Board of Supervisors, 316 President Street, Jackson, Mississippi 39201.

- C. Board Rights: The Hinds County Board of Supervisors reserves the right to reject any and all bids. The Contract will be awarded to the responsible vendor/contractor submitting the overall best response to the seal bid complying with the specifications, and fitting the needs of the county. Hinds County shall have the authority and discretion to determine whether a bid is responsive to this statement of intent.
- D. Vendor to complete (Vendor Application) and return with documents.

It is the intention of the County to award this bid to the lowest and best bidder overall meeting specifications.

Signature of Vendor \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

**12. CONTACT INFORMATION:** Suppliers having questions in regards to the specifications, locations, or any item of this Term Bid Contract please-contact the following:

Carl Frelix, Director  
Hinds County Public Works Department  
900 East Main St  
Raymond, MS 39154  
PH: 601-857-8732  
Fax: 601-857-5559  
E-mail: [cfrelix@co.hinds.ms.us](mailto:cfrelix@co.hinds.ms.us)

Ivan Smith, Project Manager  
Hinds County Public Works Department  
900 East Main St.  
Raymond, MS 39154  
PH: 601-857-7772  
Fax: 601-857-5559  
E-mail: [ismith@co.hinds.ms.us](mailto:ismith@co.hinds.ms.us)

**ATTACHMENTS:** Legal Publication, Bid Sheet, Specifications and Vendor Application

**HINDS COUNTY, MISSISSIPPI  
PROPOSAL FORM**

**PLEASE RETURN THIS SECTION IN ITS ENTIRETY**

**NOTICE TO BIDDERS:**

**FOR HAND DELIVERY OR MAILING INSTRUCTIONS:**

**1. Submit one (1) original and one (1) copy of your complete Bid Proposal Package.**

**2. MAILING ADDRESS:**

Hinds County Chancery Clerk's Office  
P.O. Box 686  
Jackson, MS 39205

**3. DELIVERY ADDRESS:**

Hinds County Chancery Clerk's Office  
316 South President Street  
Jackson, MS 39201

**4. Note the following on the outside of your envelope:**

**"New Asphalt Distributor Mounted on Truck Chassis; to be opened July 15, 2015"**

In accordance with your Notice of June 25, & July 02, 2015, I bid as follows:

<u>Item</u>	<u>QTY.</u>	<u>DESCRIPTION</u>	<u>TOTAL PRICE</u>
1.	1	<b>New Asphalt Distributor Mounted on Truck Chassis</b>	\$ _____
		Mfg. Name/Model _____	

The above shall comply with the specifications included in the Notice to Dealers, with any and all exceptions noted in a separate document.

Do not submit prices for more than one product, or the same product per item. Alternate bids are not acceptable, unless submitted in 8 separate sealed envelope.

The above will be delivered F.O.B., prepaid and allowed, Jackson, Mississippi, within \_\_\_\_\_ days after receipt of your purchase order.

**SALES TAX AND FEDERAL EXCISE TAX ARE NOT TO BE INCLUDED IN ABOVE PRICE.  
HINDS COUNTY ASSUMES NO TAX LIABILITY**

**SPECIFICATIONS FOR  
ONE (1) OR MORE  
ASPHALT DISTRIBUTOR MOUNTED ON TRUCK CHASSIS**

**GENERAL**

It is the intention of these specifications to describe a New **Asphalt Distributor Mounted on Truck Chassis** in sufficient detail to secure bids on comparable equipment. The Distributor shall be a current model under standard production by the manufacturer with a capacity for at least 1900 U.S. gallons, 16 feet of telescopic spray bar, and diesel heat.

**FUNCTION**

The Distributor shall be able to accurately apply all types of bituminous material as well as to be equipped with valves and piping to perform the following functions:

- Load tank with pump suction.
- Circulate material in tank and spray bar.
- Spray through spray bar and/or hand spray gun.
- Return material to tank from spray bar or hand spray.
- Pump material back to supply source.
- Clean out pump, spray bar, hand spray and piping.

The Distributor must be capable of returning all material in the spray bar, hand spray and distributing lines back to the tank.

**CONSTRUCTION EQUIPMENT DEALER**

Bidder must have service and parts personnel expert in the maintenance and repair of asphalt equipment and must be a construction equipment dealer authorized for sales and service by the asphalt tank manufacturer.

**TRUCK CHASSIS**

Conventional cab, **GVWR 33,000 lbs.** Front and rear axle loading ratings suitability to be determined by manufacturer. Full air brakes, horn, and air-conditioned cab. Automatic transmission, with PTO provision, AM/FM Radio, and Minimum 210 HP diesel engine.

**DELIVERY** - To be stated on quotation/bid.

**ADDITIONAL SPECIFICATIONS REALATED TO  
TANK AS FOLLOWS:**

<u>Item</u>	<u>Description</u>	<u>Comply: Yes or No</u>
<b>Tank Capacity</b>	At least 1900 gallon capacity of liquid asphalt or emulsified asphalt.	_____
<b>Tank Construction</b>	Meets all applicable Federal DOT regulations.	_____
<b>Thermometers:</b>	One Dial-type thermometer and One Internal-type thermometer.	_____
<b>Tank Insulation</b>	2" rock wool (or equivalent) with spacers to prevent compression and clips to secure position of insulation and protected by an aluminum jacket.	_____
<b>Surge Plates</b>	10 gauge steel with staggered openings to provide adequate tank strength and proper surge control.	_____
<b>Manhole</b>	Weather tight and safety relieving cover with basket-type strainer. Inside splash guards and a steel measuring stick. <ul style="list-style-type: none"> <li>• Manhole Opening - Minimum 22" diameter</li> <li>• Overflow - Minimum 3" diameter</li> </ul>	_____
<b>Sump</b>	Must be located at rear of tank with a cleanout plug and suction line from the pump including tank cutoff valve. <ul style="list-style-type: none"> <li>• Sump Size - Minimum 4" diameter</li> </ul>	_____
<b>Heating System</b>	Diesel-fired burners, two each. Electronic ignition and heat limit controls. <ul style="list-style-type: none"> <li>• Single flue - "U-type" minimum 8" diameter</li> <li>• Burners - Minimum 560,000 BTU per burner</li> </ul>	_____
<b>Asphalt Pump</b>	Positive displacement type with rotary gear and built-in relief valve. Pump to be driven by low speed high torque fixed displacement	_____

hydraulic motor and connected by flexible coupling.

- Pump to be Minimum 400 GPM

**Distributing Lines** High temperature, flexible metal hoses. \_\_\_\_\_

**Clean out System** Environmentally friendly system allowing continuous circulation through asphalt pump, valves, distribution lines and spray bar. \_\_\_\_\_

System must provide for return of Clean Out material to be returned to storage tank for reuse or disposal.

- Flush Tank - Minimum 25 gallon

**Spray System** Nozzles must be brass, slotted and valves are non-clogging. Each has a quick-disconnect feature allowing the operation to change spray widths in 4" increments across the entire bar with the use of tools or blank nozzles. \_\_\_\_\_

- Minimum 16 foot full circulating spray bar
- Comprised of two 8-ft. Independently controlled sections
- Each bar must will automatically turns on when extended and off when retracted.
- Spray pattern must be adjustable in 4" increments

**Controller** In cab controller must be "CAN-Bus" type of controller with on board diagnostics. \_\_\_\_\_

- Controller shall control automatic application rate with electronic pump speed control and setting for flow, speed calibrations, spray bar width and spray bar *On/Off* control in one foot *and/or* 4" increments.
- Must utilize automatic valves for distributor functions capable of storing up to 6 preset combinations of application rates and flow calibrations.

**Selectable readouts to include:**

- ❖ Feet per Minute or Gallons per Minute
- ❖ Total feet sprayed, total gallons sprayed, total square yards sprayed
- ❖ Flow and Speed Calibration, Application Rate
- ❖ Tank temperature, Hour Meter and Spray bar width
- ❖ Application calculations to be governed by Global
- ❖ Positioning Satellite (GPS) receiver unit

**Transmission** Hydrostatic, front live power driven by engine crankshaft. \_\_\_\_\_

**Additional  
Equipment:**

- Hand spray wand with 25 foot rubber hose \_\_\_\_\_
- Front and Rear dial contents gauges
- 4 inch "dial" type and "pencil" type thermometers
- Sampling Valve
- Rear bumper to protect spray bar
- Ladder and platform assembly

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".

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## 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 2<sup>nd</sup> 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.



<b>Official Use Only:</b>
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)  (Please attach if available)		Professional License:(if applicable)  (Please attach if available)	
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><b>Note: All applications are subject to review and investigation prior to validation for placement on approved County Vendor List.</b></p>			
***Signature of Owner, Officer or Authorized Agent:***			
Print Name Here:		Title:	Date:

Date: June/2012

## 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.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶
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### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** The IRS has created a page on [www.irs.gov/w9](http://www.irs.gov/w9) for information about Form W-9, at [www.irs.gov/w9](http://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: