



Kingsville Independent School District

Finance Department



P.O. Box 871 / 207 N. Third
Kingsville, Texas 78363
Office: (361) 592-3387
Fax: (361) 595-9110

2009-2010 School Year

TO PROSPECTIVE VENDORS:

Thank you for your interest in doing business with our school district. Upon receipt of a current catalog and/or product listing and information requested below, your firm will be added to our bidders list. Please return this correspondence with your catalog to:

Peggy Zimmer CTSBS, Purchasing Clerk
Kingsville I. S. D.
P O Box 871
Kingsville, Texas 78364

TERMS AND CONDITIONS

The Kingsville ISD has established the following terms and conditions:

1. All purchases will be made by Purchase Order. The district will not be responsible for orders placed that do not have a valid Purchase Order Number assigned.
2. The Purchase Order Number shall appear on all invoices, packages, and delivery tickets.
3. Do not fill order at higher prices than listed on purchase order without authorization from the Purchasing Clerk, Peggy Zimmer at (361) 592-3387 ext. 147.
4. Packing slips must accompany shipment. Orders will be cancelled if not received within 60 days of the date on purchase order.
5. Material Safety Data Sheets shall be provided for all products in accordance with the "Hazardous Communications Act".
6. The district will accept delivery at the destination on the face of the Purchase Order. Deliveries will be accepted from 7:30am – 12:00pm and 1:00 p.m. – 4:00 p.m. Monday through Friday.
7. Only the Finance Department may amend a Purchase Order.

This form expires 08/31/10.

Identify the address for purchase orders and checks to be mailed.

Please Print

Firm Name: _____ Chief Officer: _____

Address: _____ E-Mail: _____

_____ Telephone: () _____

_____ Fax: () _____

Signature: _____

Please state your company policy on the following items:

- Return of Merchandise:

- Special Payment Terms and or Discounts:

References: List school districts or other companies for whom you provide the products you propose to bid to our district.

Company Name: _____

Address: _____

Telephone: _____

Contact: _____

Company Name: _____

Address: _____

Telephone: _____

Contact: _____

Company Name: _____

Address: _____

Telephone: _____

Contact: _____

Please place an “X” next to all product categories on the attached pages that your company can provide. This information will be used to help match vendors to the correct quote or bid.

Athletics Equipment and Supplies

- Athletic Trainer Supplies
- Athletic Uniforms
- Baseball Equipment
- Baseball Supplies
- Basketball Equipment
- Basketball Supplies
- Cross Country Equipment
- Cross Country Supplies
- Fitness Equipment
- Football Equipment
- Football Supplies
- Golf Equipment
- Golf Supplies
- Scoreboards
- Scoreboards Supplies
- Soccer Equipment
- Soccer Supplies
- Softball Equipment
- Softball Supplies
- Strength Training Equipment
- Swimming Equipment
- Swimming Supplies
- Tennis Equipment
- Tennis Supplies
- Tickets
- Towels
- Track Equipment
- Track Supplies
- Volleyball Equipment
- Volleyball Supplies

Awards / Incentives

- Bags
- Bikes
- Caps / Hats
- Certificates
- Cups
- Gift Certificates
- Incentive Pins
- Key Chains

Awards / Incentives Continues

- Letter Blankets
- Letter Jackets
- Letter Sweaters
- Medals
- Motivational Pens/Pencils
- Note Pads
- Plaques / Engraved
- Promotional Items
- Ribbons
- Seals
- Service Awards
- Trophies / Engraved
- T-Shirts / Screen Printing

Benefits

- Benefits Services
- Employee Benefits
- Pharmacy Benefits

Clothing

- Apparel - Band
- Apparel - Cheerleading
- Apparel - Choir
- Apparel - Drill Team
- Apparel - ROTC
- Clothing (Socks, Bras, Etc.)
- Employee Uniforms
- Nurses Uniforms
- School Uniforms
- Security Uniforms
- Work Boots
- Work Clothes

Computer Equipment & Supplies

- CPU's
- Keyboards
- Monitors
- Mouse
- Printer Supplies
- Printers

Computer Equipment & Supplies

Continues

- Scanners
- Software

Consulting Services

- Business Training Consultant
- Educational Consultant
- Environmental Consulting
- Grant Writing Consultant
- Maintenance Training Consultant
- Music Consultant
- Technology Consultant
- Testing Consultant

Custodial

- Custodial Supplies
- Dishwashing Chemical
- Floor Cleaner
- Floor Finishing
- Floor Maintenance Equipment
- Janitorial Equipment
- Janitorial Products
- Paper Product

Equipment for Classrooms

- Audio Visual Equipment
- Band Instruments
- Cameras
- Photography Equipment
- Pianos
- Playground Equipment
- Playground Surfacing
- Science Equipment
- Sound Systems

Food Service

- Beverages, Bottled
- Beverages, Bottled Water
- Beverages, Canned
- Biscuits
- Bread Product
- Cafeteria Tables
- Cakes
- Candy

Food Service Continues

- Canned Vegetables / Fruits
- Chips
- Cookies
- Crackers
- Dinnerware
- Donuts
- Dry Goods
- Food Services Equipment - Large
- Food Services Equipment - Small
- Food Services Software
- Forks / Spoons / Knives
- Frozen Food & Warehouse Foods
- Ice Cream
- Linens
- Meat Products
- Milk / Juice
- Paper goods
- Pizzas
- Poultry Products
- Produce
- Sandwich Trays
- Sea Food
- Snacks
- Taquitos
- Tortillas - Corn / Flour
- Vegetables Tray

Furniture

- ADA Furniture
- Classroom Furniture
- Computer Furniture
- Laboratory Furniture
- Library Furniture
- Lounge Furniture
- Office Furniture

Instructional Supplies & Teaching Aids

- Art Supplies
- Autism Materials
- Band Accessories
- Band Sheet Music
- Cameras Supplies
- Dictionaries
- Drafting Supplies

Instructional Supplies & Teaching Aids Continues

- English Material
- Fine Art Books / Slides
- Flags
- Graphic Art Design
- History Material
- Library Book Binding
- Library Books
- Library Hardware
- Library Software
- Library Supplies
- Magazine Subscriptions
- Maps / Globes
- Math Calculator
- Math Manipulative Materials
- Microscopes
- Music Supplies
- P.E. Supplies
- Photography Supplies
- Plays
- Potable Sound Systems
- Pre-K Toys
- Reading / ELA / Writing Materials
- Science Material
- Social Studies Materials
- Spanish/Bilingual Materials
- Speech Materials
- Teacher Materials
- Test Preparation Materials
- Testing Materials
- Textbooks
- Theatre / Drama Supplies
- Therapy Tools
- Video Tapes
- Woodshop Materials / Supplies
- Workbook Materials

Insurance

- Insurance – Consulting
- Insurance – General Liability
- Insurance – Health
- Insurance – Life
- Insurance – Property & Casualty

Insurance Continues

- Insurance – Student
- Insurance –Vision Care
- Insurance –Workman’s Comp.

Maintenance Supplies and Equipment

- Air Conditioning Equipment
- Air Filters
- Amateur Radio Equipment
- Asbestos Supplies
- Ballasts
- Bleacher / Grandstand
- Blinds, Mini
- Boxes & Fittings
- Breaker
- Building Materials
- Commercial Doors
- Communication Part and Supplies
- Concrete / Sand / Gravel
- Conduit
- Door Closer
- Doors
- Drinking Fountains
- Electrical Supplies
- Fire Alarm Supplies
- Fire Extinguishers
- Flooring
- Forklifts
- Foundation Drilling
- Freon
- Glass Supplies
- Herbicides & Pesticides Supplies
- Landscaping Supplies
- Lawn Equipment
- Lawn Supplies
- Light Bulbs
- Light Fixtures
- Lumber and Supplies
- Personnel Lift
- Plumbing Supplies
- Roofing Supplies
- Safety Equipment
- Safety Supplies
- Signs

Maintenance Supplies and Equipment Continues

- Stage Curtains
- Swimming Pool Supplies
- Tinting
- Tools
- Topsoil / Field Dirt
- Traffic Striping Paint
- Welding Supplies

Medical Supplies

- Clinic Equipment
- Clinic Supplies
- Medical Supplies
- Trainer Equipment
- Trainer Supplies
- Vaccines

Office Supplies & Equipment

- Calculators
- Card Stock Paper Colored 11 X 17
- Card Stock Paper Colored 8 X 11
- Card Stock Paper Colored 8 X 14
- Copier Supplies
- Copiers
- Copy Paper – White 8 X 11
- Copy Paper – White 8 X 14
- Copy Paper Colored 8 X 11
- Copy Paper Colored 8 X 14
- Copy Paper Colored 11 X 17
- Custom Seal with School Logo
- Fax Machines
- Forms
- Office Equipment
- Office Supplies
- Photo ID Systems

Printing

- Binding Services
- Copying Services
- Printing Services

Rental

- Charter Rental
- Costume Rentals
- Large Equipment Rental
- Signs Rental
- Small Equipment Rental
- Tool Rental
- Vehicle / Van Rental

Repairs/Contract Services

- Access Control Installation & Repair Services
- Advertising Services
- Air Monitoring /Asbestos Inspection Services
- Architect – Engineering Services
- Asbestos Abatement Services
- Auctions Services
- Audio-Visual Repairs Services
- Banners Services
- Boiler Inspection Services
- Boiler Repair Services
- Building Moving Services
- Cabinet Contractor Services
- Cabling Services
- Carpentry Services
- Carpet Cleaning Services
- Carpet Installation & Repairs Services
- Catering Services
- Ceiling Tile Cleaning Services
- Ceiling Tile Installation & Repairs Services
- Ceramic Tile Cleaning Services
- Ceramic Tile Installation & Repairs Services
- Computer Networking Services
- Computer Services & Repairs Services
- Construction Services
- Custodial Services
- Demolition Services
- Dispenser Services
- Drug / Alcohol Testing Services
- Drug Dog Services
- Dry Cleaning / Laundry Services
- Electrical Contractors Services
- Electronics Training Services
- Excavation Services
- Fencing Services
- Financing / Leasing Services

