

OSBORN SCHOOL DISTRICT

1226 W Osborn Road
Phoenix, AZ 85013
Phone: (602) 707-2000
Fax: (602) 707-2040

To Whom It May Concern:

We are currently updating our Approved Vendor and/or Bidder's List(s). Please complete the attached forms and return them to us.

It is important for you to identify a person or job title to whom the solicitation notices should be directed.

If you are placed on our vendors list, you will be retained as long as you are responsive to bid requirements and comply with the following stipulations:

1. Failure to respond to two consecutive bids may be cause for removal from the applicable bidders list.
2. Unethical selling practices will be cause for permanent removal.
3. Attempting to influence awards by offers or gifts, giving of gifts, or favors will be cause for permanent removal.
4. Failure to meet contract obligations will be cause for removal for a period of one year.
5. If you do not find your commodity, please list it on the last page.
6. Vendors should ensure the bid list is updated when changes of address, name, phone, fax and e-mail numbers change.

Vendors removed from the list will be notified in writing and will be provided a chance to appeal the removal decision. If the appeal is approved, the vendor will be reinstated.

Thank you for doing business with the Osborn School District. If you have questions, please contact us by phone at 602-707-2000 or fax 602-707-2040.

Remember:

1. Complete Registration Form
2. Select categories for which you wish to be considered
3. Return by mail to address listed
Above, **attention Purchasing**

VENDOR'S LIST APPLICATION

- New Application
 Name/address change
 Federal Tax ID# _____
 Social Security# _____
- Date _____
 Add Commodities
 Delete Commodities
 DBA _____

1. Applicant's Name and Mailing Address for BIDDING and PURCHASE ORDERS:

2. Mailing Address for PAYMENTS (if different from item #1)

3. Type of organization (check one)
 Individual Non-Profit Organized
 Partnership Corporation

4. How long in present business? _____

5. Persons authorized to sign bids, offers and contracts:

Name	Official capacity	Telephone #

6. Persons to contact on RFP's, bids, or quotes:

Name	Official capacity	Telephone #

7. Services provided:

- Manufacturer Factory Representative Wholesale Dealer
 Construction Unlimited Contractor Limited contractor
 Service Establishment – Define _____
 Other: _____

I certify that the information supplied herein is correct.

 Print or Type Name

 Signature

CIRCLE ALL CATEGORIES THAT PERTAIN TO YOUR BUSINESS

ABRASIVE MATERIALS	CHALKBOARDS & TACKBOARDS	SUPPLIES
AIR CONDITIONING EQUIPMENT & SUPPLIES	CLASSROOM SUPPLIES	EXHAUST FANS & HOODS
AQUARIUMS & SUPPLIES	COMMUNICATIONS	EXTERMINATORS
ART	PAGERS	FERTILIZER & SEED
EQUIPMENT	TWO-WAY RADIOS	FIRE ALARM SYSTEM
SUPPLIES	SOUND SYSTEMS	FIRE EXTINGUISHERS
PICTURE FRAMES	TELEPHONE EQUIPMENT	FLAGS, BANNERS & ACCESSORIES
ASBESTOS	OTHER	FOOD SERVICE
CONSULTANT	COMPUTERS	EQUIPMENT
ABATEMENT	HARDWARE	FOODS
ATHLETIC	SERVICE	SUPPLIES
EQUIPMENT	SOFTWARE	FORMS
SCOREBOARDS	SUPPLIES	FURNITURE
SUPPLIES	CONSULTANT/PROFESSIONAL SERVICES	AUDITORIUM SEATING
UNIFORMS	ARCHITECT	CLASSROOM
OTHER	CIVIL ENGINEERING	COMPUTERS
AUDIO VISUAL	LAND SURVEYING	MEDIA
BLINDS	APPRAISAL	OFFICE
EQUIPMENT	CONTRACTORS	OTHER
REPAIRS	ASPHALT/PAVING/SEAL COATING	GASOLINE/DIESEL FUEL
SUPPLIES	BLEACHERS	GRAPHICS ARTS EQUIPMENT & SUPPLIES
TELEVISIONS	CABINET MAKERS	GROUND MAINTENANCE
AUDITORS/ACCOUNTANTS	CONCRETE PAVING	EQUIPMENT
CLASSIFIED PERSONNEL CONSULTANTS	DEMOLITION, EXCAVATION & GRADING	SERVICE
ENERGY SERVICES	ELECTRICAL	SUPPLIES
ENGINEERING CONSULTANTS	ELEVATORS	HARDWARE
HEARING/SPEECH CONSULTANTS	FENCING	EQUIPMENT
INSURANCE	FIRE SPRINKLER	PIPE & MATERIALS
LEASING	FLOOR COVERING	SUPPLIES
LEGAL COUNSEL	GENERAL CONSTRUCTION	SERVICE
OCCUPATIONAL/PHYSICAL THERAPIST	HEATING/COOLING	TOOLS
PROGRAM EVALUATORS	INSULATION	HEALTH
TELEPHONE CONSULTANTS	LANDSCAPING	EQUIPMENT
OTHER	MASONRY	SUPPLIES
AUTOMOTIVE	PAINTING	HEARING EQUIPMENT & SUPPLIES
EQUIPMENT	PLASTERING	HEATING/COOLING EQUIPMENT & SUPPLIES
SUPPLIES	PLAYCOURTS	HOME ECONOMICS EQUIPMENT & SUPPLIES
BLEACHERS & PLANKING	PLUMBING	IDENTIFICATION EQUIPMENT & SUPPLIES
BOILER & BOILER TUBES	ROOFING	INCINERATORS
BOOKS	SPRINKLER SYSTEM	INDUSTRIAL ARTS
BOOK BINDING	SWIMMING POOLS	INSURANCE
LIBRARY	WELDERS	HEALTH
SUPPLIES	OTHER	PROPERTY
OTHER	COOLERS	UNEMPLOYMENT
BUSINESS MACHINES	EQUIPMENT	OTHER
EQUIPMENT	SUPPLIES	JANITORIAL
SUPPLIES	DIPLOMAS	CHEMICALS
CAFETERIA	DRAFTING MATERIALS & SUPPLIES	EQUIPMENT
EQUIPMENT	ELECTRIC	SUPPLIES
SUPPLIES	LAMPS	LABORATORY

EQUIPMENT
SPECIMENS
SUPPLIES
LEATHER PRODUCTS
LIBRARY
 BOOK DETECTION SYSTEM
 SUPPLIES
LIGHTING
 EQUIPMENT
 SUPPLIES
 THEATRICAL
MACHINE SHOP EQUIPMENT & REPAIRS
MAGAZINES
MAILROOM EQUIPMENT & SUPPLIES
MAINTENANCE & REPAIR
 BUSINESS MACHINES
 COMPUTERS
 COPY MACHINES
 OTHER
MAPS & GLOBES
MATERIAL HANDLING
 CARDBOARD BOXES
 GENERAL
METAL SUPPLIES
MICROFICHE READER/PRINTER SUPPLIES
MODULAR BUILDINGS/ROOMS
MUSICAL
 INSTRUMENT
 PIANO TUNING
 SUPPLIES
 EQUIPMENT
 REPAIRS
NEWSPAPERS
NURSERY SUPPLIES
OFFICE
 EQUIPMENT
 SUPPLIES
OIL, MACHINERY & MOTOR
PAINTS & ACCESSORIES
PALLETS
PAPER PRODUCTS
PHOTOGRAPHIC EQUIPMENT & SUPPLIES
PICNIC TABLES/PLANKING
PICTURES
PLASTIC
 LINERS
 SHEETS
 SUPPLIES
PLAYGROUND EQUIPMENT & SUPPLIES
PLUMBING EQUIPMENT & SUPPLIES
POLLUTION CONTROL
PRINTING
 EQUIPMENT

SERVICE
SUPPLIES
RAMADAS
RAMPS FOR HANDICAPPED
REFRIGERATORS
REFUSE CONTAINERS
RELOCATABLE MOVING
RENTALS
 EQUIPMENT & TOOLS
 PASSENGER CARS & TRUCKS
 PORTABLE BUILDINGS & TRAILERS
 OTHER
RISERS
SAFETY EQUIPMENT & SUPPLIES
SCIENTIFIC EQUIPMENT & SUPPLIES
SCREENS, PROJECTION
SECURITY ALARM SYSTEMS
SEWING MACHINE
 EQUIPMENT
 SERVICE
 SUPPLIES
SIGNS
SHELVING
SOLAR EQUIPMENT & SUPPLIES
SPECIAL EDUCATION EQUIPMENT
STAGE EQUIPMENT & SUPPLIES
STOVES
TESTING MATERIALS
TIMERS & CLOCKS
TIRES
 NEW
 RE-TREADING
 TUBES
 EQUIPMENT
 SUPPLIES
TOWELS
TROPHIES & AWARDS
UNIFORMS & CLOTH PRODUCTS
 CLEANING
 WORK
 OTHER
UPHOLSTERY SERVICE
VACUUMS & SUPPLIES
VEHICLES
 BUSES
 CARS, TRUCKS, VANS
 MOWERS, SWEEPERS, TRACTORS
 PARTS
VENETIAN BLINDS
WATER PUMPS & TANKS
WATER TREATMENT OR TESTING
WEED CONTROL
WELDING EQUIPMENT OR GASES

WHEELCHAIR LIFTS
WOODWORKING EQUIPMENT & SUPPLIES
OTHER NOT LISTED-SPECIFY

References:

It is understood that when notice of invitation for bid is received, we will respond with a proposal, or return the forms marked "No Bid at this Time." Failure to respond to two successive solicitations for similar procurements may result in removal from the approved vendor list.

Signature of person completing form

Title

Date