



JEFFERSON COUNTY PURCHASING DEPARTMENT  
1149 PEARL STREET – FIRST FLOOR  
BEAUMONT, TEXAS 77701  
PHONE: 409-835-8593  
FAX: 409-835-8456

## BIDDER'S LIST APPLICATION

**PLEASE TYPE OR PRINT NEATLY! ILLEGIBLE FORMS WILL BE DISCARDED.**

### Instructions:

1. This is a Microsoft Word Form. Complete it by tabbing to each field and entering the data requested. To skip a field, press "tab" again. To check a box, tab to that field (or point and click) and press "space." You may e-mail the form to Alyce Williams at [awilliams@co.jefferson.tx.us](mailto:awilliams@co.jefferson.tx.us). You may also print the form, fill it out, and mail or fax it to: Jefferson County Purchasing Department, 1149 Pearl Street, Beaumont, TX 77701, Fax: 409-835-8456.
2. Double check to be sure you have provided all information requested.
3. Select commodities your company **regularly** provides.
4. Do **not** check commodities indiscriminately.
5. A listing in the Jefferson County Purchasing Bidder's List Database means that we will make a reasonable effort to notify you of bid opportunities for the commodities you have checked. Jefferson County will make every effort to notify interested bidders by fax or e-mail. If you are not sure if your contact information is up-to-date, please submit another Bidder's List Application. **Please note that the vendor is responsible for remaining informed of bids and amendments.** The Jefferson County Purchasing Web Page (<http://co.jefferson.tx.us/purchasing/main.htm>) is updated following Commissioners' Court meetings (and otherwise as needed); advertisements for bid also appear in the *Beaumont Enterprise* and *Port Arthur News* (usually on Wednesdays) and *The Examiner* (on Thursdays).
6. If your firm serves as a clearinghouse providing bid information to other firms, use of this database is not the best way to effectively do so. By the time you receive bid information in the mail, time remaining to re-direct the information will be minimal. We suggest you monitor the web page to best inform your clients of relevant bids.
7. This form enters your information into the Bidders' List Database only; in order to be entered into Jefferson County's payment system, you must provide the **Auditor's Office** with a completed and signed W-9 form.

# VENDOR INFORMATION

1. Company Name and Mailing Address for Bidding Forms and Purchase Orders	2. Mailing Address for Payment (if different from Item #1)		
3. E-mail address for POC:			
<input type="checkbox"/> New Application <input type="checkbox"/> Name/Address Change <input type="checkbox"/> Add Commodities <input type="checkbox"/> Delete Commodities			
<input type="checkbox"/> Federal ID No.	<input type="checkbox"/> Social Security No.	Date of Application	
4. Type of Organization (Check one):		<input type="checkbox"/> Minority-Owned <input type="checkbox"/> Woman-Owned <input type="checkbox"/> Corporation, Incorporated Under Laws of the State of: _____	
<input type="checkbox"/> Non-Profit Organization <input type="checkbox"/> Partnership <input type="checkbox"/> Individual			
5. How long have you been in your present business?			
6. Subject to 1099 reporting? <input type="checkbox"/> Yes <input type="checkbox"/> No                      If No, state reason:			
7. Do you provide health care services? <input type="checkbox"/> Yes <input type="checkbox"/> No			
8. Person(s) Authorized to Sign Bids, Offers, and Contracts (Indicate if Agent):			
Name	Official Capacity	Phone No. (with Area Code)	Fax No. (with Area Code)
9. Person(s) to Contact on Bids or Quotes:			
Name	Official Capacity	Phone No. (with Area Code)	Fax No. (with Area Code)
10. Type of Business (Check one):			
<input type="checkbox"/> Manufacturer <input type="checkbox"/> Certified Catalog Vendor – From: _____ To: _____ <input type="checkbox"/> Factory Representative <input type="checkbox"/> Wholesale Dealer <input type="checkbox"/> Retail Dealer <input type="checkbox"/> HUB Vendor – Number: _____ <input type="checkbox"/> Other (define):			
I hereby certify that the information supplied herein is correct:			
_____		_____	_____
Print or Type Name and Title		Signature	Date
For Purchasing Department Use Only			
Date:		Vendor No:	

# COMMODITY LIST

<b>Code</b>	<b>Description</b>
<input type="checkbox"/>	005 Abrasives
<input type="checkbox"/>	010 Acoustical Tile, Insulating Material and Supplies
<input type="checkbox"/>	015 Addressing, Copying, Mimeograph, Spirit Duplicating Machine Supplies, Chemicals, Inks, Paper, etc.
<input type="checkbox"/>	019 Agricultural Crops and Grains Including Fruits, Melons, Nuts and Vegetables
<input type="checkbox"/>	020 Agricultural Equipment, Implements, and Accessories (see Class 022 for parts)
<input type="checkbox"/>	022 Agricultural Implement and Accessory Parts
<input type="checkbox"/>	025 Air Compressors and Accessories
<input type="checkbox"/>	031 Air Conditioning, Heating & Ventilating Equipment, Parts & Access. (see related items in Class 740)
<input type="checkbox"/>	035 Aircraft and Airport Equipment, Parts, and Supplies
<input type="checkbox"/>	040 Animals, Birds, Marine Life, and Poultry, including Accessory Items (Live)
<input type="checkbox"/>	045 Appliances and Equipment, Household Type
<input type="checkbox"/>	050 Art Equipment and Supplies
<input type="checkbox"/>	052 Art Objects
<input type="checkbox"/>	055 Automotive Accessories for Automobiles, Buses, Trucks, etc.
<input type="checkbox"/>	060 Automotive Maintenance Items and Repair/Replacement Parts
<input type="checkbox"/>	065 Automotive Bodies, Accessories, and Parts
<input type="checkbox"/>	070 Automotive Vehicles and Related Transportation Equipment
<input type="checkbox"/>	075 Automotive Shop Equipment and Supplies
<input type="checkbox"/>	080 Badges, Emblems, Name Tags and Plates, Jewelry, etc.
<input type="checkbox"/>	085 Bags, Bagging, Ties, and Erosion Control Equipment
<input type="checkbox"/>	090 Bakery Equipment, Commercial
<input type="checkbox"/>	095 Barber and Beauty Shop Equipment and Supplies
<input type="checkbox"/>	100 Barrels, Drums, Kegs and Containers
<input type="checkbox"/>	105 Bearings (except wheel bearings and seals – see Class 060)
<input type="checkbox"/>	110 Belts and Belting: Conveyor, Elevator, Power Transmission, and V-Belts
<input type="checkbox"/>	115 Biochemical Research
<input type="checkbox"/>	120 Boats, Motors and Marine and Wildlife Supplies
<input type="checkbox"/>	125 Bookbinding Supplies
<input type="checkbox"/>	135 Bricks and Other Clay Products, Refractory Materials and Stone Products
<input type="checkbox"/>	140 Broom, Brush, Mop Manufacturing Machine
<input type="checkbox"/>	145 Brushes (not otherwise classified)
<input type="checkbox"/>	150 Builder's Supplies
<input type="checkbox"/>	155 Buildings and structures: Fabricated and Pre-Fabricated

<b>Code</b>	<b>Description</b>
<input type="checkbox"/>	160 Butcher Shop and Meat Processing Equipment
<input type="checkbox"/>	165 Cafeteria and Kitchen Equipment, Commercial
<input type="checkbox"/>	175 Chemical Laboratory Equipment and Supplies
<input type="checkbox"/>	180 Chemical Raw Materials (in large quantities primarily for manufacturing janitorial and laundry products)
<input type="checkbox"/>	190 Chemical and Solvents, Commercial (in bulk)
<input type="checkbox"/>	192 Cleaning Compositions, Detergents, Solvents, and Strippers – Prepackaged
<input type="checkbox"/>	193 Clinical Laboratory Reagents and Tests (Blood Grouping, Diagnostic, Drug Monitoring, etc.)
<input type="checkbox"/>	195 Clocks, Timers, Watches, and Jeweler's and Watchmaker's Tools and Equipment
<input type="checkbox"/>	200 Clothing Apparel, Uniforms, and Accessories
<input type="checkbox"/>	204 Computer Hardware and Peripherals for Microcomputers
<input type="checkbox"/>	206 Computer Hardware and Peripherals for Mini and Mainframe Computers (Pre-programmed)
<input type="checkbox"/>	207 Computer Accessories and Supplies
<input type="checkbox"/>	208 Computer Software for Microcomputers (Pre-programmed)
<input type="checkbox"/>	209 Computer Software for Mini and Mainframe Computers (Pre-programmed)
<input type="checkbox"/>	210 Concrete and Metal Culverts, Pilings, Septic Tanks, Accessories and Supplies
<input type="checkbox"/>	220 Controlling, Indicating, Measuring, Monitoring, and Recording Instruments
<input type="checkbox"/>	225 Cooler, Drinking Water (Water Fountains)
<input type="checkbox"/>	232 Crafts, General
<input type="checkbox"/>	233 Crafts, Specialized
<input type="checkbox"/>	240 Cutlery, Dishes, Flatware, Glassware, Trays, Utensils, and Supplies
<input type="checkbox"/>	245 Dairy Equipment and Supplies
<input type="checkbox"/>	250 Data Processing Cards and Paper
<input type="checkbox"/>	255 Decals and Stamps
<input type="checkbox"/>	260 Dental Equipment and Supplies
<input type="checkbox"/>	265 Drapes, Curtains, and Upholstery Material (Including Automotive)
<input type="checkbox"/>	269 Drugs and Pharmaceuticals
<input type="checkbox"/>	271 Drugs, Pharmaceuticals & Sets (for large volume parental admin., infusion, irrigation & tube feeding)
<input type="checkbox"/>	280 Electrical Cables and Wires (not electronic)
<input type="checkbox"/>	285 Electrical Equipment and Supplies (except cable and wire)
<input type="checkbox"/>	287 Electronic Components, Replacement Parts, and Accessories and Miscellaneous Electronic Equipment (not for testing or analyzing – see 730)
<input type="checkbox"/>	290 Energy Collecting Equipment and Accessories; Solar and Wind
<input type="checkbox"/>	295 Elevators and Escalators, Building Type
<input type="checkbox"/>	305 Engineering Equipment, Surveying Equipment, Drawing Instruments and Supplies

<b>Code</b>	<b>Description</b>
<input type="checkbox"/>	310 Envelopes, Plain, Printed
<input type="checkbox"/>	315 Epoxy Based Formulations for Adhesives, Coatings, and Related Agents
<input type="checkbox"/>	318 Fare Collection Equipment and Supplies
<input type="checkbox"/>	320 Fastening, Packaging, Strapping, Typing Equipment and Supplies
<input type="checkbox"/>	325 Feed, Bedding, Vitamins & Supplements for Animals (see 875 for drugs/pharmaceuticals for animals)
<input type="checkbox"/>	330 Fencing
<input type="checkbox"/>	335 Fertilizers and Soil Conditioners
<input type="checkbox"/>	340 Fire Protection Equipment and Supplies
<input type="checkbox"/>	345 First Aid and Safety Equipment and Supplies (except nuclear and welding)
<input type="checkbox"/>	350 Flags, Flag Poles, Banners, and Accessories
<input type="checkbox"/>	360 Floor Covering, Floor Covering Installation and Removal Equipment and Supplies
<input type="checkbox"/>	365 Floor Maintenance Machine, Parts and Accessories
<input type="checkbox"/>	370 Food Processing and Canning Equipment and Supplies
<input type="checkbox"/>	375 Foods: Bakery Products, Fresh
<input type="checkbox"/>	380 Foods: Dairy Products
<input type="checkbox"/>	385 Foods: Frozen, Prepared
<input type="checkbox"/>	390 Foods: Perishable
<input type="checkbox"/>	393 Foods: Staple Grocery and Grocer's Miscellaneous Items
<input type="checkbox"/>	395 Forms, Continuous: Computer Paper, Form Labels, Snap-Out Forms, and Folders for Forms
<input type="checkbox"/>	400 Foundry Castings, Equipment and Supplies
<input type="checkbox"/>	405 Fuel, Oil, Grease and Lubricants
<input type="checkbox"/>	410 Furniture: Health Care and Hospital Facility
<input type="checkbox"/>	415 Furniture: Laboratory
<input type="checkbox"/>	420 Furniture: Cafeteria, Chapel, Dormitory, Household, Library, Lounge, School
<input type="checkbox"/>	425 Furniture: Office
<input type="checkbox"/>	430 Gases, Containers, Equipment: Laboratory, Medical and Welding
<input type="checkbox"/>	435 Germicides, Cleaners, and Related Sanitation Products for Health Care Personnel
<input type="checkbox"/>	440 Glass and Glazing Supplies
<input type="checkbox"/>	445 Hand Tools (powered and non-powered), Accessories and Supplies
<input type="checkbox"/>	450 Hardware and Related Items
<input type="checkbox"/>	460 Hoses, Accessories and Supplies: Industrial, Commercial, and Garden
<input type="checkbox"/>	465 Hospital and Surgical Equipment, Instruments, and Supplies
<input type="checkbox"/>	470 Hospital and Handicap Equipment and Supplies: Mobility, Speech Impaired, and Restraint Items
<input type="checkbox"/>	475 Hospital, Surgical and Related Medical Accessories and Sundry Items

<b>Code</b>	<b>Description</b>
<input type="checkbox"/>	485 Janitorial Supplies, General Line
<input type="checkbox"/>	490 Laboratory Equipment & Accessories (for general analytical and research use): Nuclear, Optical, Physical
<input type="checkbox"/>	493 Laboratory and Field Equipment and Supplies: Biochemistry, Chemistry, Environmental Science, etc.
<input type="checkbox"/>	495 Laboratory and Field Equipment and Supplies: Biology, Botany, Geology, Microbiology, Zoology, etc.
<input type="checkbox"/>	500 Laundry and Dry Cleaning Equipment, Accessories, Parts and Supplies – Commercial
<input type="checkbox"/>	505 Laundry and Dry Cleaning Compounds and Supplies
<input type="checkbox"/>	510 Laundry Textiles and Supplies
<input type="checkbox"/>	515 Lawn Maintenance Equipment, Accessories, and Parts (non-agricultural applications)
<input type="checkbox"/>	520 Leather and Related Equipment, Products, Accessories and Supplies
<input type="checkbox"/>	525 Library and Archival Equipment, Machines and Supplies
<input type="checkbox"/>	530 Luggage, Brief Cases, Purses and Related Items
<input type="checkbox"/>	540 Lumber and Related Products
<input type="checkbox"/>	545 Machinery and Hardware, Industrial
<input type="checkbox"/>	550 Markers, Plaques and Traffic Control Devices
<input type="checkbox"/>	555 Marking and Stenciling Devices
<input type="checkbox"/>	556 Mass Transportation – Transit Bus
<input type="checkbox"/>	557 Mass Transportation – Transit Bus Accessories and Parts
<input type="checkbox"/>	558 Mass Transportation – Rail Vehicles and Systems
<input type="checkbox"/>	559 Mass Transportation – Rail Vehicle Parts and Accessories
<input type="checkbox"/>	560 Materials Handling and Storage Equipment and Allied Items
<input type="checkbox"/>	565 Mattress Manufacturing Machinery and Supplies
<input type="checkbox"/>	570 Metals: Bars, Plates, Rods, Sheets, Strips, Structural Shapes, Tubing and Fabricated Items
<input type="checkbox"/>	575 Microfiche and Microfilm Equipment, Accessories and Supplies
<input type="checkbox"/>	580 Musical Instruments, Accessories and Supplies
<input type="checkbox"/>	590 Notions and Related Sewing Accessories and Supplies
<input type="checkbox"/>	595 Nursery Stock, Equipment and Supplies
<input type="checkbox"/>	600 Office Machines, Equipment and Accessories
<input type="checkbox"/>	605 Office Mechanical Aids, Small Machines, and Apparatuses
<input type="checkbox"/>	610 Office Supplies: Carbon Paper and Ribbons, All Types
<input type="checkbox"/>	615 Office Supplies: General
<input type="checkbox"/>	620 Office Supplies: Erasers, Inks, Leads, Pens, Pencils, etc.
<input type="checkbox"/>	625 Optical Equipment. Accessories and Supplies
<input type="checkbox"/>	630 Paints, Protective Coatings, Varnish, Wallpaper and Related Products
<input type="checkbox"/>	635 Painting Equipment and Accessories

**Code Description**

- 640 Paper and Plastic Products, Disposable
- 645 Paper (Office, Print Shop)
- 650 Park, Playground, Recreational Area and Swimming Pool Equipment
- 655 Photographic Equipment & Supplies (not including graphic arts, microfilm and x-ray)
- 658 Pipe and Tubing
- 659 Pipe and Tubing Fittings
- 660 Pipes, Tobaccos, Smoking Accessories, Alcoholic Beverages
- 665 Plastics, Resins, Fiberglass: Construction, Forming, Laminating, & Molding Equipment, Access./Supplies
- 670 Plumbing Equipment, Fixtures, and Supplies
- 675 Poisons: Agricultural and Industrial
- 680 Police Equipment and Supplies
- 685 Poultry Equipment and Supplies
- 690 Power Generation Equipment, Accessories and Supplies
- 691 Power Transmission Equipment – Electrical, Mechanical, Air and Hydraulic
- 700 Printing Plant Equipment and Supplies (except paper)
- 710 Prosthetic Devices, Hearing Aids, Auditory Testing Equipment, Electronic Reading Devices, etc.
- 715 Publications and Audiovisual Materials (prepared materials only, not equipment, supplies or production)
- 720 Pumping Equipment and Accessories
- 725 Radio Communication, and Telecommunications Equipment, Accessories and Supplies
- 730 Radio Communication, Telecommunication Testing/Measuring/Analyzing Equipment, Access. & Supplies
- 735 Rags, Shop Towels, and Wiping Cloths
- 740 Refrigeration Equipment and Accessories
- 745 Road and Highway Building Materials (asphaltic)
- 750 Road and Highway Building Materials (non-asphaltic)
- 755 Road and Highway Equipment and Parts: Asphalt and Concrete Handling and Processing
- 760 Road and Highway Equipment: Earth Handling, Grading, Moving, Packing, etc.
- 765 Road and Highway Equipment (except asphalt, concrete and earth handling equipment in 765 and 760)
- 775 Salt (Sodium Chloride) (see 393 for Table Salt)
- 780 Scales and Weighing Apparatus (see 175 for laboratory balances)
- 785 School Equipment and Supplies
- 790 Seed, Sod, Soil and Inoculants
- 800 Shoes and Boots
- 801 Signs, Sign Materials, Sign Marking Equipment, and Related Supplies
- 803 Sound Systems, Components & Accessories: Group Intercom, Music, Public Address, etc.

<b>Code</b>	<b>Description</b>
<input type="checkbox"/>	805 Sporting Goods, Athletic Equipment and Athletic Facility Equipment
<input type="checkbox"/>	810 Spraying Equipment (except household, nursery plant, and paint)
<input type="checkbox"/>	815 Steam and Hot Water Fittings, Accessories and Supplies
<input type="checkbox"/>	820 Steam and Hot Water Boilers and Steam Heating Equipment
<input type="checkbox"/>	825 Stockman Equipment and Supplies
<input type="checkbox"/>	830 Tanks (metal, wood, and synthetic materials): Mobile, Portable, Stationary and Underground Types
<input type="checkbox"/>	832 Tape (not data processing, measuring, optical, sewing, sound or video)
<input type="checkbox"/>	840 Television Equipment and Accessories
<input type="checkbox"/>	845 Testing Apparatus and Instruments (not for electrical or electronic measurements)
<input type="checkbox"/>	850 Textile, Fibers, Household Linens and Piece Goods
<input type="checkbox"/>	855 Theatrical Equipment and Supplies
<input type="checkbox"/>	860 Tickets, Coupon Books, Sales Books, Strip Books, etc.
<input type="checkbox"/>	863 Tires and Tubes
<input type="checkbox"/>	864 Train Controls, Electronic
<input type="checkbox"/>	865 Twine
<input type="checkbox"/>	870 Venetian Blinds, Awnings, and Shades
<input type="checkbox"/>	875 Veterinary Equipment and Supplies (see 325 for vitamins and supplements for animals)
<input type="checkbox"/>	880 Visual Education Equipment and Supplies (except projection lamps – see 285)
<input type="checkbox"/>	885 Water and Wastewater Treating Chemicals
<input type="checkbox"/>	890 Water Supply, Groundwater and Sewage Treatment Equipment (not for air conditioning, steam boiler or laboratory reagent water)
<input type="checkbox"/>	895 Welding Equipment and Supplies
<input type="checkbox"/>	898 X-ray and Other Radiological Equipment and Supplies (medical)
<input type="checkbox"/>	905 Aircraft Operations Service
<input type="checkbox"/>	906 Architectural Services, Professional
<input type="checkbox"/>	907 Architectural and Engineering Services, Non-Professional
<input type="checkbox"/>	908 Bookbinding, Rebinding and Repairing
<input type="checkbox"/>	909 Building Construction Services, new
<input type="checkbox"/>	910 Building Maintenance and Repair Services (including Pest Control Services)
<input type="checkbox"/>	912 Construction Services, General
<input type="checkbox"/>	913 Construction Services, Heavy
<input type="checkbox"/>	914 Construction Services, Trade (new construction)
<input type="checkbox"/>	915 Communications and Media Related Services
<input type="checkbox"/>	918 Consulting Services

<b>Code</b>	<b>Description</b>
<input type="checkbox"/>	920 Data Processing Services and Software
<input type="checkbox"/>	924 Educational Services
<input type="checkbox"/>	925 Engineering Services, Professional
<input type="checkbox"/>	928 Equipment Maintenance, Reconditioning, Repair Services – Automobiles, Trucks, Trailers, Transit Buses and Other Vehicles
<input type="checkbox"/>	929 Equipment Maintenance, Reconditioning, Repair Services – Agricultural, Heavy Industrial Equipment and Marine Equipment
<input type="checkbox"/>	931 Equipment Maintenance, Reconditioning, Repair Services – Appliance, Athletic, Cafeteria, Furniture, Musical Instruments, and Sewing Equipment
<input type="checkbox"/>	934 Equipment Maintenance, Reconditioning, Repair Services – Laundry, Lawn, Painting, Plumbing, and Spraying Equipment
<input type="checkbox"/>	936 Equipment Maintenance, Reconditioning and Repair Services – General Equipment
<input type="checkbox"/>	938 Equipment Maintenance, Reconditioning, Repair Services – Hospital, Laboratory, and Testing Equipment
<input type="checkbox"/>	939 Equipment Maintenance, Reconditioning, Repair Services – Office, Photographic, and Radio/Television Equipment
<input type="checkbox"/>	940 Equipment Maintenance, Repair, Construction, and Related Services – Railroad
<input type="checkbox"/>	941 Equipment Maintenance, Repair, Construction, and Related Services – Power Generation
<input type="checkbox"/>	945 Fishing, Hunting, Trapping, Game Propagation, and Related Services
<input type="checkbox"/>	946 Financial Services
<input type="checkbox"/>	947 Forestry Services
<input type="checkbox"/>	948 Health Related Services (for human services see 952)
<input type="checkbox"/>	952 Human Services
<input type="checkbox"/>	953 Insurance, All Types
<input type="checkbox"/>	956 Library Services (see 908 for bookbinding, rebinding, and repairing)
<input type="checkbox"/>	959 Marine Construction Services: Marine Equipment Maintenance and Repair; Related Marine Services
<input type="checkbox"/>	964 Personnel, Temporary (employment agency services)
<input type="checkbox"/>	965 Printing Preparations: Etching, Photoengraving, and Preparation of Mats, Negatives, and Plates
<input type="checkbox"/>	966 Printing and Related Services
<input type="checkbox"/>	968 Public Works and Related Services
<input type="checkbox"/>	971 Real Property Rental or Lease
<input type="checkbox"/>	975 Rental or Lease Services of Equipment – Agricultural, Aircraft, Automotive, Heavy Equipment, and Marine Equipment
<input type="checkbox"/>	977 Rental or Lease Services of Equipment – Appliances, Cafeteria, Film, Furniture, Hardware, Musical, Sewing, and Window and Floor Coverings
<input type="checkbox"/>	979 Rental or Lease Services of Equipment – Engineering, Hospital, Laboratory, Precision Instruments, Refrigeration, Scales, and Testing Equipment
<input type="checkbox"/>	981 Rental or Lease Services of Equipment – General Equipment

**Code Description**

- 983 Rental or Lease Services of Equipment – Clothing, Janitorial, Laundry, Lawn, Painting, Spraying, and Textile Equipment
- 985 Rental or Lease Services of Equipment – Office, Photographic, Printing, Radio/Television/Telephone Equipment
- 988 Roadside, Grounds, Recreational and Park Area Services
- 990 Security, Fire, Safety and Emergency Services
- 992 Testing and Calibration Services
- 998 Sale of Surplus and Obsolete Items
- Other – Specify: