

BIDDER'S APPLICATION FORM



Purchasing Dept.
101 Baldwin Blvd.
Corpus Christi, Texas 78404
Phone: (361) 698-1272 • Fax: (361) 698-1276
Web site: www.delmar.edu/purch

INSTRUCTIONS: Please type or print legibly in ink. In order to be placed on the Del Mar College Bid List, please respond to all required questions and sign in the space provided. If appropriate, answer “same”, “not applicable“ or “none”. Please write this to indicate no questions have been overlooked. Return this form to the address shown above even if you normally deal with people or divisions at another address.

<p>1. Name of business, Street address (no P.O. Box), City, state, and ZIP code.</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>2. Address to which bid proposals are to be mailed if different from #1, (P.O. Box acceptable). If address is same as in #1, please indicate.</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>Contact Person: _____</p> <p>Telephone No.: _____ Ext. _____</p> <p>Toll Free No.: _____</p> <p>Fax No.: _____</p> <p>E-mail address: _____</p> <p>Website: _____</p>	<p>Contact Person: _____</p> <p>Telephone No.: _____ Ext. _____</p> <p>Toll Free No.: _____</p> <p>Fax No.: _____</p> <p>E-mail address: _____</p> <p>Website: _____</p>

3. CERTIFICATION: Applicant certifies that:

A. Applicant is doing business as a (check one only):
Individual _____ Partnership _____ Corporation _____ Other _____

B. Applicant's Taxpayer Identification Number: FEIN _____ or SSN _____ No. _____

C. Nature of Your Business: _____ Date Business Established: _____

4. Commodity Codes are used to determine what type of service or product your company provides. It's imperative that the five digit commodity code(s) be listed on this application. Primary codes used by the College can be accessed via the Internet at <http://www.delmar.edu/purch/codes.html>

1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____ 7. _____

- 5. Please attach a list of all awarded State or Cooperative Purchasing contracts to this application.
- 6. Are you a QISV vendor? Yes ___ No ___. If yes, supply proof of certification.
- 7. Are you a HUB Certified vendor with the State of Texas? Yes ___ No ___. If yes, supply proof of certification.

I understand that I will need to watch for the College's ads in the legal section of "The Caller Times" and/or on our website, <http://www.delmar.edu/purch/solicit.html> so that I will know when to contact the DMC Purchasing Dept. for a copy of an invitation for Bid (IFB), a Request for Proposal (RFP), or similar documents.

I certify that the information supplied herein 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 any public agency from bidding for furnishing materials, supplies or services to Del Mar College.

The undersigned is authorized to sign this form on behalf of the applicant.

SIGNATURE: _____	NAME: _____
TITLE: _____	DATE: _____