



Purchasing Department
 14101 Old Virginia Road
 Reno, Nevada 89521
 Phone: (775)850-8025
 Fax: (775)857-3175
 Email: purchasing@washoeschools.net

Office Hours:
 8 a.m. to 5 p.m.
 Monday - Friday
 Supplier Visits by Appointment Only
 on Tuesday, Wednesday and Thursday

SUPPLIER REGISTRATION/UPDATE FORM

Washoe County School District

Please submit this 3-page form and a current W-9 when your company wants to register for bids in the Washoe County School District or when your company has a new address, telephone number, e-mail address or change of commodities.

Date: ***Denotes required fields**

***Business Name** ***Contact Name**

New Supplier to Washoe County School District

***Business Address**

***City** **State** ***Zip Code**

Address where bid solicitations are to be mailed (if different) **Mailing Address**

City **State** **Zip Code**

E-mail Address

Phone Number: **Fax Number:**

Website

Federal ID Number (A completed W9 must be attached) **Business License Number (if local)**

Provide online ordering **Accept MasterCard or Visa?** **Any additional fees?** **Explain fees:**

Type of Business Individual Partnership Non-profit organization Incorporated in

Minority, Woman or Disadvantaged Owned Business Information American Indian or Alaskan Native Asian American

Has your firm been certified as a Minority, Woman or Disadvantaged Owned Enterprise? Black Hispanic

Woman Disadvantaged

*Names of Officers, Owners or Partners

President:

Owners or Partners:

*Persons Authorized to Sign Bids, Offers and Contracts in Your Name

Name: **Official Capacity:** **Phone Number:**

Please rate your overall satisfaction with this Purchasing Department website.

Comments:

- very satisfied
- somewhat satisfied
- neutral
- somewhat dissatisfied
- very dissatisfied

By submitting this form, you are certifying that the above information is true and correct to the best of your knowledge and belief, and you will respond to invitations to bid and requests for quotes. Failure to respond to two (2) invitations or requests may be cause for removal from the suppliers list. **Note:** It is the supplier's responsibility to notify the Purchasing Department of any changes to this registration form.

***Form completed by**

***Supplier Information** Select multiple numbers you wish to bid on from the Commodity Class Directory below.

- | | | |
|--|--|---|
| <input type="checkbox"/> 20810 Accounting, financial software | <input type="checkbox"/> 96671 Document shredding | <input type="checkbox"/> 48500 Janitorial supplies (general) & recycle bins |
| <input type="checkbox"/> 91503 Advertising services | <input type="checkbox"/> 30528 Drafting & drawing instruments | <input type="checkbox"/> 42550 Key storage, cabinets & files |
| <input type="checkbox"/> 03752 Advertising specialty supplies | <input type="checkbox"/> 30533 Drafting supplies | <input type="checkbox"/> 43000 Lab gases, containers, equipment |
| <input type="checkbox"/> 02000 Agricultural equipment, implements, & accessories | <input type="checkbox"/> 26520 Draperies, curtains, blinds upholstery material | <input type="checkbox"/> 66542 Laminating presses, film, ID pouches, supplies |
| <input type="checkbox"/> 92904 Agricultural implements & parts | <input type="checkbox"/> 20435 Drives, hard | <input type="checkbox"/> 28506 Lamp ballasts |
| <input type="checkbox"/> 93609 Alarm equipment maintenance & repair (fire, etc.) | <input type="checkbox"/> 20437 Drives, tape | <input type="checkbox"/> 28545 Lamps, projector bulbs, etc. |
| <input type="checkbox"/> 91505 Answering & paging services | <input type="checkbox"/> 95420 Dry cleaning | <input type="checkbox"/> 97135 Land, rental & lease |
| <input type="checkbox"/> 04500 Appliances & equipment (household type) | <input type="checkbox"/> 94520 Dry cleaning & repairs | <input type="checkbox"/> 95405 Laundry & linen |
| <input type="checkbox"/> 04524 Appliances, large | <input type="checkbox"/> 45065 Dumpsters | <input type="checkbox"/> 51500 Lawn maintenance equipment, accessories & parts |
| <input type="checkbox"/> 04506 Appliances, small & kitchen accessories | <input type="checkbox"/> 92935 Earth handling, grading | <input type="checkbox"/> 78572 Lecterns & speaker stands, pointers |
| <input type="checkbox"/> 90607 Architectural services | <input type="checkbox"/> 91838 Education & Training (CPR cards, Health Dept. certificates) | <input type="checkbox"/> 52580 Library supplies |
| <input type="checkbox"/> 05000 Art equipment & supplies | <input type="checkbox"/> 03739 Educational games & toys | <input type="checkbox"/> 47050 Lifting devices |
| <input type="checkbox"/> 34505 Asbestos abatement equipment & supplies | <input type="checkbox"/> 20843 Educational software | <input type="checkbox"/> 28554 Lighting fixtures, indoor |
| <input type="checkbox"/> 74512 Asphalt | <input type="checkbox"/> 15019 Electric Door Operators | <input type="checkbox"/> 28556 Lighting fixtures, outdoor |
| <input type="checkbox"/> 78505 Atlas, charts, globes & maps | <input type="checkbox"/> 91082 Electrical maintenance & repair | <input type="checkbox"/> 42553 Lockers, storage |
| <input type="checkbox"/> 88011 Audio visual equipment & supplies | <input type="checkbox"/> 28700 Electronic components, parts | <input type="checkbox"/> 45055 Locks, key blanks & locksmith tools |
| <input type="checkbox"/> 05595 Auto Accessories | <input type="checkbox"/> 91013 Elevator installation | <input type="checkbox"/> 54032 Lumber |
| <input type="checkbox"/> 07006 Automobiles & station wagons | <input type="checkbox"/> 29570 Elevator parts | <input type="checkbox"/> 95640 Magazines, newspapers |
| <input type="checkbox"/> 08010 Badges & emblems | <input type="checkbox"/> 20021 Emblems & shoulder patches | <input type="checkbox"/> 91558 Mailing services |
| <input type="checkbox"/> 28506 Ballasts | <input type="checkbox"/> 99037 Emergency medical services | <input type="checkbox"/> 96207 Maintenance services & repairs (kilns, etc.) |
| <input type="checkbox"/> 58010 Band instruments & accessories | <input type="checkbox"/> 91842 Engineering | <input type="checkbox"/> 91875 Management consulting |
| <input type="checkbox"/> 58015 Band room equipment, music cabinets, stands, risers | <input type="checkbox"/> 66530 Engraving machines, accessories & stock | <input type="checkbox"/> 56000 Material handling, wrapping, storage |
| <input type="checkbox"/> 28712 Batteries, electronic equipment | <input type="checkbox"/> 91843 Environmental (hazardous waste) | <input type="checkbox"/> 77096 Materials, supplies 7 repairs |
| <input type="checkbox"/> 72513 Batteries, radio/communications | <input type="checkbox"/> 93600 Equipment maintenance | <input type="checkbox"/> 34532 Medical & first aid kits, first aid teaching supplies |
| <input type="checkbox"/> 42004 Bleachers, stadium | <input type="checkbox"/> 93100 Equipment maintenance/repair services | <input type="checkbox"/> 47500 Medical accessories & sundry items |
| <input type="checkbox"/> 88532 Boiler chemicals | <input type="checkbox"/> 93107 Equipment maintenance/repair, small appliances | <input type="checkbox"/> 91878 Medical consulting services |
| <input type="checkbox"/> 82008 Boilers | <input type="checkbox"/> 98815 Fence installation & repair | <input type="checkbox"/> 93856 Medical equipment maintenance & repair |
| <input type="checkbox"/> 90810 Bookbinding | <input type="checkbox"/> 33013 Fencing | <input type="checkbox"/> 68062 Megaphones |
| <input type="checkbox"/> 12535 Book covers (non-library) | <input type="checkbox"/> 65567 Film, photographic & movie | <input type="checkbox"/> 20453 Microcomputers, desktop or tower-based |
| <input type="checkbox"/> 78576 Books (text, library, professional) | <input type="checkbox"/> 03145 Filters (all types) | <input type="checkbox"/> 20454 Microcomputers, handheld, laptop & notebook |
| <input type="checkbox"/> 13500 Bricks & other clay products, stone, gravel, sand | <input type="checkbox"/> 06042 Filters: air, fuel, oil | <input type="checkbox"/> 91568 Microfiche services, imaging & supplird |
| <input type="checkbox"/> 91000 Building maintenance/install/repair | <input type="checkbox"/> 99041 Fingerprinting | <input type="checkbox"/> 80340 Microphones & related equipment: chest sets, earphones, handsets, headphones, etc |
| <input type="checkbox"/> 15550 Buildings, modulars & storage | <input type="checkbox"/> 34029 Fire extinguisher systems | <input type="checkbox"/> 15049 Millwork: counters, custom-made cabinets, shelves, ceiling tiles, etc. |
| <input type="checkbox"/> 78515 Bulletin boards, blackboards, chalkboards, large dry eraserboards | <input type="checkbox"/> 34000 Fire protection monitoring | <input type="checkbox"/> 57800 Miscellaneous products & supplies |
| <input type="checkbox"/> 45014 Cabinets, safety (for flammable liquids) | <input type="checkbox"/> 35035 Flags & accessories | <input type="checkbox"/> 20460 Monitors (VGA, SVGA, etc.) |
| <input type="checkbox"/> 20414 Cameras (digital) for Windows | <input type="checkbox"/> 36000 Floor covering, installation, supplies & repair | <input type="checkbox"/> 80345 Music systems & components |
| <input type="checkbox"/> 91006 Carpentry maintenance & repairs | <input type="checkbox"/> 36500 Floor maintenance supplies & machines | <input type="checkbox"/> 93158 Musical instruments maintenance |
| <input type="checkbox"/> 36010 Carpet | <input type="checkbox"/> 39300 Foods (classroom & Nutrition Services) | <input type="checkbox"/> 58000 Musical instruments, accessories, supplies |
| <input type="checkbox"/> 96613 Check printing | <input type="checkbox"/> 96636 Forms printing | <input type="checkbox"/> 08055 Nameplates |
| <input type="checkbox"/> 20416 Chips memory, accelerator, graphics, RAM & ROM memory, network, SIMMS, etc. | <input type="checkbox"/> 96286 Freight | <input type="checkbox"/> 20464 Network components: adapter cards, bridges, connectors, WAN, ports, hubs,line drivers, MSAUS, routers, transeivers |
| <input type="checkbox"/> 03700 Classroom aids & supplies | <input type="checkbox"/> 42000 Furniture, general | <input type="checkbox"/> 03778 Novelties & souvenirs (movies, games) |
| <input type="checkbox"/> 19200 Cleaning compositions & strippers, chemicals | <input type="checkbox"/> 47045 Furniture, special chairs | <input type="checkbox"/> 59500 Nursery stock, equipment & supplies |
| <input type="checkbox"/> 93918 Clock maintenance & repair | <input type="checkbox"/> 40515 Gasoline, fuel, oil | <input type="checkbox"/> 60061 Office machines (copiers) |
| <input type="checkbox"/> 19550 Clocks (Program), Bells, Chimes | <input type="checkbox"/> 31500 General tools & supplies | <input type="checkbox"/> 93960 Office machines, maintenance & repair |
| <input type="checkbox"/> 34508 Clothing & belts | <input type="checkbox"/> 91030 Glass replacement, maintenance & repair | <input type="checkbox"/> 61500 Office supplies |
| <input type="checkbox"/> 34508 Clothing & belts | <input type="checkbox"/> 06057 Glass: door, windshield, etc | <input type="checkbox"/> 72545 Pagers, radio |
| <input type="checkbox"/> 91574 Commercials | <input type="checkbox"/> 34548 Gloves: safety & protective coverings | <input type="checkbox"/> 63056 Paint |
| <input type="checkbox"/> 92827 Communication equipment repair | <input type="checkbox"/> 07020 Golf carts | <input type="checkbox"/> 63508 Paint compressors |
| <input type="checkbox"/> 91826 Communications | <input type="checkbox"/> 96844 Graffiti removal | <input type="checkbox"/> 64533 Paper, all types |
| <input type="checkbox"/> 72515 Communications systems, integrated | <input type="checkbox"/> 30553 Graphic art supplies | <input type="checkbox"/> 96260 Party rentals |
| <input type="checkbox"/> 02543 Compressors, high pressure | <input type="checkbox"/> 67009 Grease traps (cleaning) | <input type="checkbox"/> 91394 Paving 7 resurfacing |
| <input type="checkbox"/> 20700 Computer accessories and supplies | <input type="checkbox"/> 98836 Grounds maintenance | <input type="checkbox"/> 91059 Pest control (including termite inspection) |
| <input type="checkbox"/> 20810 Computer Software: accounting, financial | <input type="checkbox"/> 67015 Hand tools | <input type="checkbox"/> 65578 Photo ID |
| <input type="checkbox"/> 20837 Computer Software: database | <input type="checkbox"/> 47013 Handicap equipment & supplies | <input type="checkbox"/> 58060 Pianos & accessories, tuning |
| <input type="checkbox"/> 20865 Computer Software: point of sale | <input type="checkbox"/> 47000 Handicap specialized equipment | <input type="checkbox"/> 65038 Playground equipment |
| <input type="checkbox"/> 20700 Computer supplies, disks, labels, toner cartridges, wheels, tape cassettes | <input type="checkbox"/> 91036 Heating, A/C & ventilation | <input type="checkbox"/> 91060 Plumbing |
| <input type="checkbox"/> 20453 Computers: hardware, desktop, towerbased | <input type="checkbox"/> 97130 Hotel & motel accommodations | <input type="checkbox"/> 67055 Plumbing fixtures & parts |
| <input type="checkbox"/> Computers: handheld, laptop, notebook | <input type="checkbox"/> 91885 Human Relations, Temp person | <input type="checkbox"/> 20865 Point of sale software |
| <input type="checkbox"/> 91430 Concrete services | <input type="checkbox"/> 48562 Insecticide spraying | <input type="checkbox"/> 68004 Police equipment & supplies |
| <input type="checkbox"/> 91831 Construction | <input type="checkbox"/> 78570 Instructional aids, courses, lesson plans | <input type="checkbox"/> 93657 Police equipment repairs |
| <input type="checkbox"/> 91800 Consultants, Contracts | <input type="checkbox"/> 91869 Insurance | <input type="checkbox"/> 20477 Printers, laser |
| <input type="checkbox"/> 70000 Copiers | <input type="checkbox"/> 93437 Irrigation systems, maintenance & repair | <input type="checkbox"/> 93660 Printing & bindery equipment & repair |
| <input type="checkbox"/> 34510 CPR equipment & supplies | | <input type="checkbox"/> 88043 Projection screens |
| <input type="checkbox"/> 21030 Curbs, parking | | <input type="checkbox"/> 88046 Projection stands, tables, TV stands |
| <input type="checkbox"/> 20837 Database software | | |
| <input type="checkbox"/> 30523 Direct print supplies | | |
| <input type="checkbox"/> 80316 Disc players, compact | | |

SEE PAGE 3 FOR ADDITIONAL COMMODITIES

- | | |
|---|---|
| <input type="checkbox"/> 88058 Projectors, opaque | <input type="checkbox"/> 71590 Video tapes, movies |
| <input type="checkbox"/> 88061 Projectors, overhead transparency | <input type="checkbox"/> 84082 Video, disk & CD players |
| <input type="checkbox"/> 40503 Propane | <input type="checkbox"/> 78593 Vocational equipment & supplies (shop, ROTC) |
| <input type="checkbox"/> 80360 Public address systems, portable | <input type="checkbox"/> 19580 Wall & programmed clocks |
| <input type="checkbox"/> 73500 Rags, shop towels & wiping cloths | <input type="checkbox"/> 22500 Water fountains |
| <input type="checkbox"/> 65000 Recreational area & swimming pool equipment | <input type="checkbox"/> 22530 Water fountains, electric |
| <input type="checkbox"/> 96490 Referees, umpires, PE/athletics | <input type="checkbox"/> 96264 Water services, bottled |
| <input type="checkbox"/> 74000 Refrigeration equipment & supplies | <input type="checkbox"/> 63570 Water wash, spray equipment |
| <input type="checkbox"/> 96293 Registration services, dues | <input type="checkbox"/> 43092 Welding & industrial gases |
| <input type="checkbox"/> 06070 Replacement parts & vehicle repair | <input type="checkbox"/> 93695 Welding equipment maintenance & repair |
| <input type="checkbox"/> 08057 Ribbons, trophies, plaques, diplomas, certificates | <input type="checkbox"/> 89500 Welding supplies |
| <input type="checkbox"/> 91066 Roofing, gutters, downspouts | <input type="checkbox"/> 44077 Window glass |
| <input type="checkbox"/> 97165 Room rental for conferences | <input type="checkbox"/> 28796 Wire & cable (electronic) |
| <input type="checkbox"/> 42574 Safes, vaults including parts & accessories | <input type="checkbox"/> 20084 Work apparel (coveralls) |
| <input type="checkbox"/> 99077 Safety training | |
| <input type="checkbox"/> 15570 Sani-huts | |
| <input type="checkbox"/> 20488 Scanners, document: handheld, desktop & hig | |
| <input type="checkbox"/> 07033 School buses, conventional type | |
| <input type="checkbox"/> 78589 School equipment for the handicapped | |
| <input type="checkbox"/> 78588 Scientific instruction equipment & supplies | |
| <input type="checkbox"/> 93673 Security & access systems maintenance & repair | |
| <input type="checkbox"/> 79070 Seed sod, soil & inoculants | |
| <input type="checkbox"/> 59000 Sewing accessories | |
| <input type="checkbox"/> 58045 Sheet music & supplies | |
| <input type="checkbox"/> 42580 Shelving, metal | |
| <input type="checkbox"/> 95470 Shop towel & floor mat cleaning | |
| <input type="checkbox"/> 80100 Signs & sign-making equipment | |
| <input type="checkbox"/> 93674 Signs, message centers, scoreboards maintenance & repair | |
| <input type="checkbox"/> 65062 Snow removal supplies | |
| <input type="checkbox"/> 33572 Soil conditioners, compost materials, fertilizers | |
| <input type="checkbox"/> 80300 Sound systems, components, accessories | |
| <input type="checkbox"/> 85570 Sound systems, special effects | |
| <input type="checkbox"/> 39551 Special outside print jobs (newsletters, etc.) | |
| <input type="checkbox"/> 80500 Sporting/athletic equipment & supplies | |
| <input type="checkbox"/> 54526 Steam cleaning | |
| <input type="checkbox"/> 97170 Storage space rental | |
| <input type="checkbox"/> 63000 Striping of pavement, parking lines, curbs | |
| <input type="checkbox"/> 04510 Supplies & non-food items | |
| <input type="checkbox"/> 80385 Tape recorders, decks (not for office dictation) | |
| <input type="checkbox"/> 91895 Telecommunications | |
| <input type="checkbox"/> 91579 Telecommunications services, cell phones, internet | |
| <input type="checkbox"/> 84030 Television-DVD combination sets | |
| <input type="checkbox"/> 84060 Television receivers & consoles | |
| <input type="checkbox"/> 84066 Television-VCR combination sets | |
| <input type="checkbox"/> 78590 Test & test scoring devices | |
| <input type="checkbox"/> 28780 Testing equipment & systems, electronic meter | |
| <input type="checkbox"/> 85500 Theatrical equipment & supplies | |
| <input type="checkbox"/> 85575 Theater stage hardware & supplies (make-up, costumes) | |
| <input type="checkbox"/> 86305 Tires & tubes | |
| <input type="checkbox"/> 20772 Toner cartridges, wheels, etc. | |
| <input type="checkbox"/> 93682 Tools, maintenance & repair | |
| <input type="checkbox"/> 91896 Transportation | |
| <input type="checkbox"/> 96286 Transportation of goods (Gerlach Stage) | |
| <input type="checkbox"/> 96178 Travel agency services | |
| <input type="checkbox"/> 08078 Trophies, plaques, awards | |
| <input type="checkbox"/> 07048 Trucks: one ton & less capacity | |
| <input type="checkbox"/> 07051 Trucks: over one ton capacity | |
| <input type="checkbox"/> 07047 Trucks: cabs & chassis | |
| <input type="checkbox"/> 56063 Trucks: dolly | |
| <input type="checkbox"/> 56075 Trucks: lift, powered (fork lifts, etc.) | |
| <input type="checkbox"/> 84010 TV antennas, amplifiers, brackets, mounts, etc. | |
| <input type="checkbox"/> 72574 Two-way radio, portable | |
| <input type="checkbox"/> 20000 Uniforms (band, police, PE) | |
| <input type="checkbox"/> 93688 Upholstery, drapery maintenance & repair | |
| <input type="checkbox"/> 96290 Upholstery services | |
| <input type="checkbox"/> 36580 Vacuum cleaner parts | |
| <input type="checkbox"/> 07092 Vans, cargo | |
| <input type="checkbox"/> 84071 VCRs | |
| <input type="checkbox"/> 97514 Vehicles, rental, limos, buses | |
| <input type="checkbox"/> 84084 Video & audio surveillance systems | |
| <input type="checkbox"/> 84070 Video camera-recorders | |