CITY OF FLAGSTAFF
Purchasing Division
211 West Aspen Avenue
Flagstaff, Arizona 86001

Persons or firms interested in being notified of bids and quotations need to properly complete the enclosed application and return to the Purchasing Division.

The Bid List Application Form provides the City with the required information about your business and your selected commodities and service. It is important that you check only those categories you can currently provide. Three-digit classes 005 through 898 list commodities, while all 900 classes are services. Please be sure to include a W-9 along with your application.

You may add or delete categories of commodities/services at any time by calling the Purchasing Division at 928-213-2206.

Please notify the City of Flagstaff, Purchasing Department immediately of any changes to your bid application. This includes change of name, address or telephone number, changes in personnel listed on this application, and addition or deletion of items you are interested in providing.

You may check periodically with the Purchasing Office for bids in process, the City's website at www.flagstaff.az.gov or the Flagstaff local newspaper. In addition to filling out a Vendor Application, you can subscribe, unsubscribe and manage subscriptions under our Notify Me location on our website at www.flagstaff.az.gov

The Purchasing Division is located at City Hall, 211 West Aspen Avenue, Flagstaff, Arizona 86001. Telephone number (928) 213-2206.

Thank you for your interest and we look forward to hearing from you.

Sincerely,

Rick Compau, C.P. M., CPPO, CPPB
Purchasing Director

PURCHASING DIVISION
211 W. Aspen Avenue
Flagstaff, Arizona 86001
Tele: (928) 213-2206
Fax: (928) 213-2209
www.flagstaff.az.gov

VENDOR APPLICATION

Business Name:	
Mailing Address:	**Remittance Address:**
City:	**City:**
State: **ZIP:**	**State:** **ZIP:**
Telephone Number: **Fax Number:**	**Telephone Number:** **Fax Number:**
Contact:	**Title**
E-Mail Address:	
Federal Tax I.D. or Social Security Number:	
Minimum Order: $	
Terms: Discount % if paid within days. Net Due: days	

Type of Organization (Check One):

Individual

Corporation, Incorporated Under Laws of the State of:		**Partnership**		**Non-Profit Organization**	**How long in present business?**

If a Corporation or Partnership, please complete:

Persons Authorized to Sign Bids, Offers and Contracts (Indicate if Agent):

Name

Title

Persons to Contact on Billing:										
Name							**Title**			
Construction: **Arizona Contractor License Number:**										
Arizona Sales Tax or Use Tax Number:		**Retail Dealer**		**Service**		**Wholesale Dealer**		**Manufacturer**		**Consultant Professional Services**
City Sales Tax Number: **City of:**			**Bondable:**				**No:**	**Current Maximum Amount: $**		
I hereby certify that information supplied herein is correct.										
Print Name and Title										
President:			**Signature**					**Date**		
Vice-President:										
Purchasing only*										
Date Rec'd:										
Int:										

SERVICES

****PLEASE PLACE A CHECK MARK BY THE SERVICES YOU ARE INTERESTED IN PROVIDING**

__ 918 Archeological
__906 Architect and Other Professional Design Services (for Construction Coverage see Public Works, Class 968)
__ 907 Architectural and Engineering Services, Non-Professional
__908 Bookbinding, Rebinding, and Repairing
__909 Building Construction Services Equipment, Furnishings, Work Covered by Building Construction Contracts
__910 Building Maintenance and Repair Services: Custodial
__912 Construction Services, General
__913 Construction Services, Heavy
__914 Construction Services, Trade (New Construction)
__918 Consulting Services
__920 Data Processing Services and Software
__924 Educational Services
__925 Engineering Services, Professional
__926 Environmental & Ecological Services
__929 Eq. Maintenance, Reconditioning, & Repair Services - Agricultural, Heavy Industrial Eq., and Marine Eq.
__931 Eq. Maintenance, Reconditioning, & Repair Services: Appliance, Athletic & Furniture
__934 Eq. Maintenance, Reconditioning, and Repair Services: Laundry, Lawn, Painting, Plumbing, and Spraying Eq.
__936 Eq. Maintenance, Reconditioning, and Repair Services - General Equipment
__939 Eq. Maintenance, Reconditioning, and Repair Services - Office, Photographic, and Radio/Television Equipment
__928 Eq. Maintenance, Reconditioning, and Repair Services - Automobiles, Trucks, Trailers, Transit Buses and Other Vehicles
__941 Equipment Maintenance, Reconditioning, and Repair Services - Power Generation
__946 Financial Services
__947 Forestry Services
__948 Health Related Services (Not Including Human Services - see 952)
__952 Human Services
__953 Insurance, All Types
__954 Laundry and Dry Cleaning Services
__956 Library Services (Excluding Class 908 - Bookbinding, Rebinding, and Repairing)
__958 Management Services: Airport Management, Cemetery, Computer Management, Construction, etc.
__988 Park Area, Grounds, Roadside, and Recreational Area Services
__964 Personnel, Temporary (Employment Agency Services)
__655 Photographic Equipment and Supplies (Not Including Graphic Arts, Microfilm and X-Ray)
__965 Printing Preparations: Etching, Photoengraving, and Preparation of Mats, Negatives and Plates

Services Continued

__966 Printing, Publishing, Silk Screening Production, and Typesetting
__968 Public Works, Construction, and Related Services
__971 Real Property Rental or Lease
__975 Rental or Lease Services of Equipment - Agricultural, Aircraft, & Automotive Heavy Equipment
__977 Rental or Lease Services of Equipment - Appliances, Film, Furniture, Hardware, and Floor Coverings
__981 Rental or Lease of Equipment - General Equipment
__983 Rental or Lease Services of Equipment - Janitorial, Laundry, Lawn, Painting, Spraying, and Textile Eq.
__984 Rental or Lease Services of Equipment - Computer, Data Processing, and Word Processing Equip.
__985 Rental or Lease Services of Equipment - Office, Photographic, Printing, Radio/Television/Telephone Equipment
__998 Sale of Surplus and Obsolete Items
__989 Sampling & Sample Preparation Services
__990 Security, Fire, Safety, and Emergency Services
__961 Services, Professional, Misc.: Temporary Personnel, Fleet Management, Laboratory & Field Testing, Translation Services, Sign Painting, Marketing Services, Legal Services, etc.
__962 Services, Misc. Freight, Hauling
__992 Testing and Calibration Services

COMMODITY LIST
****PLEASE PLACE A CHECK MARK BY THE ITEMS YOU ARE INTERESTED IN SUPPLYING**

__005 Abrasives
__010 Acoustical Tile, Insulating Materials and Supplies
__020 Agricultural Equipment, Implements and Accessories
__022 Agricultural Implement and Accessory Parts
__025 Air Compressors and Accessories
__031 Air Conditioning, Heating, and Ventilating: Equipment, Parts, and Accessories (See Related Items in 740)
__035 Aircraft and Airport, Equipment, Parts, and Supplies
__037 Amusement, Decorations, Entertainment, Toys, etc.
__045 Appliances and Equipment, Household Type
__050 Art Equipment and Supplies
__052 Art Objects
__055 Automotive Accessories for Automobiles, Buses, Trucks, etc.
__065 Automotive Bodies, Accessories, and Parts
__060 Automotive Maintenance Items and Repair/Replacement Parts
__075 Automotive Shop Equipment and Supplies
__070 Automotive Vehicles and Related Transportation Equipment
__080 Badges, Emblems, Name Tags and Plates, Jewelry, etc.
__085 Bags, Bagging, Ties, and Erosion Control Equipment
__100 Barrels, Drums, Kegs, and Containers
__105 Bearings (Except Wheel Bearings and Seals - See Class 060)
__110 Belts and Belting: Conveyor, Elevator, Power Transmission, and V-Belts
__115 Biochemical's, Research
__120 Boats, Motors, and Marine and Wildlife Supplies
__125 Bookbinding Supplies
__135 Bricks and Other Clay Products, Refractory Materials, and Stone Products
__145 Brushes (Not Otherwise Classified)
__150 Builder's Supplies
__910 Building Maintenance and Repair Services: Custodial
__155 Buildings and Structures: Fabricated and Pre-fabricated
__175 Chemical Laboratory Equipment and Supplies
__180 Chemical Raw Materials (In large Quantities Primarily for Manufacturing Janitorial and Laundry Products)
__190 Chemicals and Solvents, Commercial (In Bulk)
__192 Cleaning Compositions, Detergents, Solvents, and Strippers - Prepackaged
__195 Clocks, Timers, Watches, and Jewelers' and Watchmakers' Tools and Equipment
__200 Clothing, Apparel, Uniforms, and Accessories
__207 Computer Accessories and Supplies
__204 Computer Hardware and Peripherals for Microcomputers
__206 Computer Hardware and Peripherals for Mini and Mainframe Computers
__208 Computer Software for Microcomputers (Preprogrammed)
__209 Computer Software for Mini and Mainframe Computers (Preprogrammed)
__210 Concrete and Metal Culverts, Pilings, Septic Tanks, Accessories and Supplies
__225 Coolers, Drinking Water (Water Fountains)
__015 Copying and Addressing Machine Supplies
__232 Crafts, General
__233 Crafts, Specialized
__240 Cutlery, Dishes, Flatware, Glassware, Trays, Utensils, and Supplies
__255 Decals and Stamps
__265 Draperies, Curtains and Upholstery Material (Including Automobile)
__269 Drugs & Pharmaceuticals

__280 Electrical Cables and Wires (Not Electronic)
__285 Electrical Equipment and Supplies (Except Cable and Wire)
__287 Electronic Components, Replacement Parts, and Accessories; and Miscellaneous Electronic Equipment
__295 Elevators and Escalators, Building Type
__290 Energy Collecting Equipment and Accessories: Solar and Wind
__305 Engineering Equipment, Surveying Equipment, Drawing Instruments, and Supplies
__310 Envelopes, Plain or Printed
__315 Epoxy Based Formulations for Adhesives, Coatings, and Related Agents
__320 Fastening, Packaging, Strapping, Tying Equipment and Supplies
__330 Fencing
__335 Fertilizers and Soil Conditioners
__340 Fire Protection Equipment and Supplies
__345 First Aid and Safety Equipment and Supplies (Except Nuclear and Welding)
__350 Flags, Flag Poles, Banners and Accessories
__360 Floor Covering, Floor Covering Installation and Removal Equipment, and Supplies
__365 Floor Maintenance Machines, Parts and Accessories
__393 Foods: Staple Grocery and Grocer's Misc. Items
__947 Forestry Services
__395 Forms, Continuous: Computer Paper, Form Labels, Snap-out Forms, and Folders for Forms
__405 Fuel, Oil, Grease and Lubricants
__420 Furniture: Cafeteria, Chapel, Dormitory, Household, Library, Lounge, School
__425 Furniture: Office
__430 Gases, Containers, Equipment: Laboratory, Medical, and Welding
__435 Germicides, Cleaners, and Related Sanitation Products for Health Care Personnel
__440 Glass and Glazing Supplies
__445 Hand Tools (Powered and Non-Powered), Accessories and Supplies
__450 Hardware and Related Items
__465 Hospital and Surgical Equipment, Instruments and Supplies
__460 Hose, Accessories, and Supplies: Industrial, Commercial, and Garden
__485 Janitorial Supplies, General Line
__490 Laboratory Eq. and Accessories (For General Analytical and Research Use): Nuclear, Optical, and Physical
__493 Laboratory Eq. and Accessories: Biochemistry, Chemistry, Environmental Science, etc.
__415 Laboratory Furniture
__515 Lawn Maintenance Equipment, Accessories, and Parts (Non-Agricultural Applications)
__525 Library and Archival Equipment, Machines, and Supplies
__540 Lumber And Related Products
__545 Machinery and Hardware, Industrial
__550 Markers, Plaques, and Traffic Control Devices
__555 Marking and Stenciling Devices
__560 Material Handling and Storage Equipment and Allied Items
__220 Measuring, Controlling, Indicating, Monitoring, and Recording Instruments and Supplies
__570 Metals: Bars, Plates, Rods, Sheets, Strips, Structural Shapes, Tubing, and Fabricated Items
__575 Microfiche and Microfilm Equipment, Accessories, and Supplies
__578 Miscellaneous Products (Not Itemized in Other Classes)
__595 Nursery Stock, Equipment, and Supplies
__600 Office Machines, Equipment and Accessories
__605 Office Mechanical Aids, Small Machines and Apparatuses
__610 Office Supplies: Carbon Paper and Ribbons, All Types
__615 Office Supplies: General
__620 Office Supplies: Erasers, Inks, Leads, Pens, Pencils, etc.
__630 Paint, Protective Coatings, Varnish, Wallpaper, and Related Products
__635 Painting Equipment and Accessories

__640 Paper and Plastic Products, Disposable
__645 Paper (For Office and Print Shop Use)
__650 Park, Playground, Swimming Pool, and Recreational Area Equipment
__655 Photographic Equipment and Supplies (Not Including Graphic Arts, Microfilm and X-Ray)
__658 Pipe and Tubing
__659 Pipe and Tubing Fittings
__665 Plastics, Resins, Fiberglass: Forming, Laminating, and Molding Equipment, Accessories, and Supplies
__670 Plumbing Equipment, Fixtures, and Supplies
__675 Poisons: Agricultural and Industrial
__680 Police Equipment and Supplies
__690 Power Generation Equipment, Accessories, & Supplies
__691 Power Transmission Equipment-Electrical, Mechanical, Air & Hydraulic
__700 Printing Plant Equipment and Supplies (Except Papers)
__715 Publications and Audiovisual Materials (Prepared Materials Only, Not Equipment, Supplies, or Production)
__720 Pumping Equipment and Accessories
__725 Radio Communication, Telephone, and Telecommunication Equipment, Accessories, and Supplies
__735 Rags, Shop Towels, and Wiping Cloths
__971 Real Property Rental or Lease
__740 Refrigeration Equipment and Accessories
__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 Classes 755 and 760)
__745 Road and Highway Building Materials (Asphaltic)
__750 Road and Highway Building Materials (Not Asphaltic)
__770 Roofing except Wood - see Class 540)
__780 Scales and Weighing Apparatus (see 175 for Lab Balances)
__785 School Equipment and Supplies
__790 Seed, Sod, Soil, and Inoculants
__800 Shoes and Boots
__801 Signs, Sign Materials, Sign Making Equipment, and Related Supplies
__803 Sound Systems, Components, and Accessories: Group Intercom, Music, Public Address, etc.
__805 Sporting and Athletic Goods
__810 Spraying Equipment (Except Household, Nursery Plant, and Paint)
__820 Steam and Hot Water Boilers, Steam Heating, and Power Plant Equipment
__830 Tanks (Metal, Wood, and Synthetic Materials): Mobile, Portable, Stationary, and Underground
__832 Tape (Not Data Processing, Measuring, Optical, Sewing, Sound, or Video)
__840 Television Equipment and Accessories
__845 Testing Apparatus and Instruments (Not for Electrical or Electronic Measurements)
__855 Theatrical Equipment and Supplies
__863 Tires and Tubes
__870 Venetian Blinds, Awnings, and Shades
__880 Visual Education Equipment and Supplies (Except Projection Lamps - see Class 285)
__883 Voice Response Systems
__885 Water and Sewer Treating Chemicals
__890 Water Supply and Sewage Treatment Eq. (Not for Air Conditioning, Steam Boiler, or Lab Reagent Water)
__895 Welding Equipment and Supplies