

Vendor Profile Form

The Sheldon Independent School District extends its appreciation to all vendors and potential vendors with whom it conducts business and opens all opportunities to qualified vendors to compete on purchases. In order to include you in any future opportunity to compete, the following information must be submitted for your company to be included in the bid process. Please print or type the following information.

Vendor Name: _____

Purchasing/Bid Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Contact Name: _____ Email Address: _____

Website URL: _____

Will your company accept a Sheldon ISD Purchase Order? ☐ Yes ☐ No

Please mark all the categories of goods and/or services in which your company can compete:

- | | | |
|--|---|---|
| ☐ Art and instructional | ☐ Food Services | ☐ Technology |
| ☐ Athletics | ☐ Furniture | ☐ Transportation |
| ☐ Audiovisual | ☐ Library Books/Reading Material | ☐ Uniforms |
| ☐ Award items (graduation, etc) | ☐ Maintenance supplies | ☐ Other _____ |
| ☐ Band Instruments | ☐ Office supplies | _____ |
| ☐ Construction services | ☐ Printing services | |
| ☐ Custodial supplies | ☐ Safety equipment | |

List any current contracts for the Texas Cooperative Purchasing Memberships that may apply:

☐ BuyBoard ☐ HCDE ☐ HGAC ☐ Region 5 ☐ TCPN ☐ TIPS ☐ TBPC ☐ TXMAS

Is your business considered sole source? ☐ Yes ☐ No

If yes, please contact our purchasing department for further requirements.

Is your business a ☐ corporation ☐ partnership ☐ sole proprietorship ☐ other? If your business is not a corporation or partnership, a form W-9 must be completed prior to being awarded a delivery/purchase contract. You will be notified to complete a W-9 if necessary.

Submitted by (Please Print)

Date

Signature

Please fax your completed form to the Sheldon ISD Purchasing Department at (281) 459-7430.