



MURRAY INDEPENDENT SCHOOLS

208 SOUTH THIRTEENTH STREET

MURRAY, KENTUCKY 42071

2026-27	DATE OF BID OPENING March 26, 2026	TIME OF BID OPENING 2:00 P.M., Prevailing Local Time	INSURANCE REQUIREMENTS Liability & Workers' Compensation See General Terms & Conditions
BID ITEM Athletic Supplies & Equipment; Athletic Equipment Reconditioning; Audio Visual; Automotive Maintenance; Band/Music Supplies & Repairs; Business Forms (Custom); Carpeting/Flooring Supplies & Installation; Custodial Supplies, Equipment & Repairs; Drug & Alcohol Testing; Duplicating Supplies, Equipment & Repairs; Fencing Supplies, Equipment & Repairs; Field Paint & Equipment; Fire Extinguisher Maintenance & Inspection; Fire/Safety/Security Items; First Aid/Health Supplies; Floral/Gift Supplies; Furniture; Hood Cleaning & Supplies; HVAC Supplies, Equipment & Repairs; Instructional Supplies & Equipment; Laminating & Binding Supplies; Lawn Care/Grounds Supplies, Equipment & Repairs; Library Books & Supplies; Locksmith Services; Lumber & Garden Supplies and Mulch; Maintenance Supplies & Equipment; Miscellaneous/Other; Office Supplies; Playground Equipment & Supplies; Printing Services & Equipment; Radio Equipment, Supplies, & Repairs; Specialty Items (Art, Math, Science, Special Education, etc.); Technology Items; Telephone Equipment, Supplies, & Repairs; Tires – Bus, Vehicle, or Utility Trailer; Toner; Tools & Equipment; Transportation Supplies, & Repairs ; Trophies & Awards; Uniforms; Vehicle Clean-Up/Detail; Video Camera Equipment, Supplies, & Repairs			
CONTRACT PERIOD OR DATE DELIVERY REQUIRED From 5/1/2026 Thru 4/30/2027			
CONTACT PERSON Lisa Harris, Bid Coordinator or Sarah Kaegi, Finance Officer			PHONE 270-753-4363

Request Quote for General Bid

INVITATION TO BID

BID PURPOSE:

The Murray Board of Education solicits sealed bids that would, if accepted by the Board, establish contracts, with the general and detailed terms, conditions, and specifications contained in this bid document, to provide the Murray Independent School District the right to purchase goods and services at a fixed percentage discount on items from the bidder's catalog, price list, or store shelf. Said contracts shall hereinafter be referred to as the Bid Contract.

CLARIFICATION:

Clarification or additional information relative to this Invitation may be obtained by communicating with Lisa Harris, Bid Coordinator, or Sarah Kaegi, Finance Officer, at the address shown above or by telephone at **(270) 753-4363**.

GENERAL CONDITIONS AND INSTRUCTIONS FOR BIDDERS:

These General Conditions and Instructions apply to all bids submitted. Any deviations or exceptions are to be explained as a part of the bid proposal.

Bids must be received at the Murray Board of Education office at 208 South 13th Street, Murray, KY 42071, not later than the specified bid opening time and date. **E-mailed or Faxed submissions will NOT be accepted. Bids received after the time designated for the bid opening will be returned to the bidder unopened.** The Murray Board of Education cannot assume responsibility for any delay because of failure of the mail or delivery services to deliver bids on time.

Bid tabulations will be made by Murray Board of Education staff and, after the Board has taken official action, will be available at the Board office for public viewing.



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AUTHENTICATION OF BID AND STATEMENT OF NON-COLLUSION AND NON-CONFLICT OF INTEREST AND COMPLIANCE WITH THE KENTUCKY MODEL PROCUREMENT CODE:

By my signature on the bid certification, I hereby swear or affirm under penalty of false swearing as provided by KRS 523.040:

That I am the bidder (if bidder is an individual), a partner in the bidder (if the bidder is a partnership), or an officer or employee of the bidding corporation having authority on its behalf (if the bidder is a corporation); That the price(s) quoted in the attached bid or bids responding to the Murray Board of Education Invitation to Bid are correct and have been arrived at by the bidder independently and have been submitted without collusion and without agreement, understanding, or planned common course of action, with any vendor of materials, equipment, or services described in the invitation to bid, designed to limit independent bidding or competition;

That contents of the bid or bids have not been communicated by the bidder, or its employees or agents, to any person not an employee or agent of the bidder or its surety on any bond furnished with the bids and will not communicate to any such person prior to the official opening of the bid or bids;

That the bidder is legally entitled to enter into contracts with agencies of the Commonwealth of Kentucky and is not in violation of any prohibited conflict of interest, gratuities and kickbacks including those prohibited by the provisions of the Model Procurement Code (KRS Chapter 45A);

That I understand the Murray Board of Education bidding process is conducted consistent with KRS Chapter 45A, the Model Procurement Code and that the contents of the bid proposal and the actions taken by the bidder in preparing and submitting the bid proposal are in compliance with KRS Chapter 45A, the Model Procurement Code.

CERTIFICATION CONCERNING DISBARMENT AND SUSPENSION:

I certify on behalf of myself, the company and its key employees that neither myself, the company or its key employees have been proposed for debarment, debarred, or suspended by any Federal Agency.

TERMS AND CONDITIONS:

- 1. Bid Forms and Return Instructions:** Bidders must return the bid certification and bid form. Bidders are to complete the bid form indicating the bid offered. **Said bid item should be submitted in a sealed envelope CLEARLY marked with *MISD General Bid* and opening date printed on the outside of the envelope as they appear on the Bid Invitation.** The bidder should retain a duplicate copy. An officer or member of the bidding firm who is authorized to legally bind the firm must sign the bid certification. The Bid Certification must be submitted with an original signature. The Bid Invitation Forms should be used without alterations. Modifications, additions, or changes to the terms and conditions of this Invitation to Bid may be a cause for rejection of a bid. Bidders are requested to submit all bids on Murray Board of Education's official forms. By executing the Bid Certification, the bidder acknowledges that the bidder has read this invitation, understands it, and agrees to bind by its terms and conditions. A W-9 must be provided upon approval of contract and MAY be included with your return bid form.
- 2. Correction of Mistakes:** Bidders are cautioned to re-check their bid for possible errors. No bid can be corrected, altered, or signed after being opened. All prices and quotations must be in ink or typewritten. No pencil figures will be accepted. Mistakes are to be crossed out and corrections inserted adjacent thereto and



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initialed by the person signing the bid. Errors discovered after public opening cannot be corrected and bidder will be required to accept a bid contract if offered.

3. **Error in Bid:** No bid will be altered, or amended after the specified time and date set for the bid opening. The Murray Board of Education reserves the right to waive defects and informalities in bids, to reject any or all bids, or to accept any bid as may be deemed to its interest.
4. **Withdrawal of Bid:** All bids shall be valid for a period of thirty (30) days from the bid opening date to allow for tabulation, study, and consideration by the Murray Board of Education. A bidder may withdraw his bid after it has been submitted only if a written request is submitted and received prior to the expiration of the time during which bids may be submitted, without prejudice to himself or herself, by submitting a written request for its withdrawal to Murray Board of Education.
5. **Addendums:** Murray Board of Education may issue an addendum to the bid after the bid has been released. In no instance will an addendum be issued within five (5) working days prior to the bid opening.
6. **Pricing:** The purpose of this bid is to obtain Bid Contracts that provide a fixed percentage discount on any **or** all of the following:
 - The bidder's current catalog
 - The bidder's current price list
 - The bidder's current store shelf prices

Bid Contracts may be accepted from multiple bidders. Contract discounts shall remain in effect for the entire contract, however additional discounts and/or special pricing are encouraged and maybe be accepted when consistent with other terms and conditions of the contract and offered equally to all members marked to be served by the Bid Contract.

7. **Review:** After the public opening of proposals received from the Bid Invitation, Murray Board of Education staff will review the results, develop a preliminary tabulation, and may contact bidders for the purpose of clarification only. If necessary, the school district may purchase from the apparent low bidder pending approval by the Board.
8. **Award:** After the review of the bid proposals, the Board may accept one bid contract based on the needs of the school district. A bidder whose bid proposal is accepted shall hereinafter be called contractor. Multiple bid contracts may be accepted based on separate pricing structures as follows:
 - The bidder's current catalog
 - The bidder's current price list
 - The bidder's current store shelf prices

9. **Contract Period: THE BID CONTRACT WILL BE FOR ONE YEAR.** The bid will not be automatically extended beyond any current year unless expressly approved by Murray Board of Education.

10. **Liability:** The contractor agrees to protect, defend, and save harmless Murray Board of Education from any suits or demands for payment that may be brought against it for the use of any patented material, process, article, or device that may enter into the manufacture, construction, or form a part of the work covered by either order or contract; and contractor further agrees to indemnify and save harmless Murray Board of Education from suits or actions of every nature and description brought against it for, or on account of any injuries or damages received or sustained by any party or parties by, or for any of the acts of the contractors, his servants or agents.



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11. **Recalls:** The contractor shall notify Murray Board of Education immediately of any product recalls. Any products that have been recalled and have been delivered shall be issued a credit and/or a comparable substitute immediately.
12. **Delivery Charges:** All products or services procured from the Bid Contract are to be delivered free of freight charges (FOB destination), unless stipulated on the Bid Form.
13. **Transmittal of Orders:** Vendors should issue purchasing instructions and/or guidelines to Murray Board of Education.
14. **Payments:** Bills are paid once a month after approval from the Murray Board of Education, which meets monthly. Payment will not be processed until all items have been received or backorder items have been cancelled.
15. **Item Substitution and Out-of-Stock/Back-Orders:** No substitutions are allowed without prior written authorization from the Board. The Board must be notified if an item is out of stock, backordered or if timely delivery cannot be made. Upon notification, the contractor must receive written directions from the Board on how to proceed, i.e. cancel, process, or etc.
16. **Warning and Termination of Contract:** Murray Board of Education may terminate the contract if the contractor fails to perform at the service level specified in the bid document. Contracts may be terminated at any time, on 30 days' notice upon the mutual agreement of both parties and upon the discretion of Murray Board of Education, in a shorter period, if the terms of the contract are violated in any way. In the event of termination, the Board shall not be liable to any costs other than the cost of items delivered and accepted prior to the termination date. The contractor may terminate the contract if the members fail to meet mutually agreeable and specified payment terms.

Each party shall follow the following procedure if the contract is to be terminated:

- Step 1. Issue a warning letter outlining the violations and state the length of time to correct the problem(s).
- Step 2. Issue a letter of intent to cancel contract, if the problem(s) is not resolved by a given date.
- Step 3. Issue letter to cancel contract.

In the event the physical facilities of the contractor are destroyed or a labor dispute makes performance under the terms of the contract impossible, the contractor shall not be held liable by Murray Board of Education.

17. Other Conditions:

- A. This contract shall be governed in all respects to the City of Murray business license and ordinance codes.
- B. This contract shall be governed in all respects as to validity, construction, capacity, performance, or otherwise by the laws of the Commonwealth of Kentucky.
- C. Kentucky Sales and Use Tax Certificate of Exemption Form will be issued upon request.



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- D. Contractor agrees to retain all books, records, and other documents to this agreement for three years after final payment. The Murray Board of Education, its authorized agents and/or state/or federal representatives shall have full access to, and the right to examine any or said materials during said period which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts and transcriptions. If the investigator or audit is in progress, records shall be maintained until stated matter is closed.
- E. “In accordance with state regulation KRS 160.380, any outside contractor and its employees must submit state and FBI fingerprint background checks and a Cabinet for Health and Family Services child abuse and neglect (CAN) central registry report in order to perform work at a school when students are present.”

All the Background checks and Child Abuse and Neglect Checks are done online and are the sole responsibility of the contractor to complete. Results must be shared with MISD prior to start of work. Information to obtain the required background checks are as follows:

Federal/State (fingerprints) background check may be obtained through

Livescan Processing:

1. Pre-enroll for Livescan Processing at <https://uenroll.identogo.com/>, selecting the option to locate the nearest Out-Of-State location for Livescan Fingerprinting Services.
2. Identify the closest location you would like to get printed at via the zip-code lookup. If no location is available within 100 miles or you do not wish to visit the identified location, there is an option to switch to Cardscan Processing.
3. Select an appointment date and time and complete the pre-enrollment steps.
4. Complete the enrollment at the selected location.
5. The cost is \$53.25.

Child Abuse and Neglect Check may be obtained at <https://sso.kog.ky.gov/> – the cost is \$10

18. Other Entities: The bidder agrees this solicitation and resulting contract may be extended to other Kentucky school districts. Such participating entities shall be understood to be transactions between that school district and the awarded vendor. Other entities must adhere to their own procurement guidelines and as such, Murray Independent Schools shall not be responsible for any such purchases, underwrite the cost, or guarantee any minimum order.



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**BID CERTIFICATION
GENERAL BID**

STATEMENT OF SUBMISSION

We have read all the conditions and requirements of the bid invitation. In compliance with all general and specific terms and conditions of the bid invitation, in consideration of the detailed description attached hereto, and subject to the statements of Authentication, Non-Collusion, and Non-Conflict of Interest thereof, the undersigned agrees that, upon proper acceptance by the Murray Board of Education of any part of the bid offer within the time stipulated, a contract shall thereby be created in accordance with the specifications for that part of the bid offer accepted.

Bidding Firm

Authorizing Signature

Printed Name

Email Address

Phone #

Fax #

Address

City, State, Zip

CONTRACTOR INFORMATION:

1. Is there any required information that must be shown on Purchase Orders? (Other than, PO#, Ship To, etc.)

2. Do you have a website? If yes, please list web address (URL). _____

3. Do you offer online product information? YES ____ NO ____

4. Do you offer online product searches with pictures of product? _____

5. Do you offer online ordering? _____

6. What is your return policy? _____

7. Do you have a restocking fee? YES ____ NO ____ If yes, what is that fee? _____

8. Can you customize products (i.e. t-shirts, football jerseys, etc.)? _____
If yes, is there an extra charge? _____ How much? _____

Please indicate the level of support you will bid on this contract. Check only one box.

Prices will be **no different** from what we ordinarily offer to public educational institutions.

Prices will be the **indicated percent lower** than we ordinarily offer to public educational institutions.

Two percent (2%) Three percent (3%) Four percent (4%)

Five percent (5%) Ten percent (10%) Other _____



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Before submitting your bid please review the following:

- Has the bid form been signed by an authorized person?
- Have you provided prices for the items used to rank the bids?
- Have you enclosed a copy of the catalog(s) and/or price list(s)?
- Have you enclosed a copy of your W-9?



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The following are the different categories that a contractor can respond to as part of the *Murray Board of Education Catalog - Price List – Shelf Price Bid*. There are instances when a given contractor may be able to provide items and or services that apply to multiple categories listed below. To eliminate duplication for the vendors' the form that follows will allow vendors to indicate the different areas that can be covered.

- If you can provide a catalog with a discount place an **X** in the box before Catalog Discount in the areas that you can cover and indicate the percentage discount offered. (*Provide one catalog along with your bid response*)
- If you do not have a published catalog but can provide a Product Price List with a discount place an **X** in the box before Price List Discount and indicate the percentage discount offered. (*Provide one Price list along with your bid response*)
- If you have a Retail Store and can allow schools to purchase using District Purchase Orders place an **X** in the box before Shelf Price Discount and indicate the percentage discount offered

You may respond to any or all of the above bid types and to any or all categories.

If a bid type is marked but the percent discount is left blank then 0% will be assumed.



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ATHLETIC SUPPLIES & EQUIPMENT		Catalog Discount	Price List Discount	Shelf Price Discount
Catalog - Price List - Shelf Price Bid				
		%	%	%
Exception Questions				
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.				
Are there product exceptions to the discount?	Yes	No		
Do you require a MINIMUM ORDER?	Yes	No		
Is there a charge for shipping?	Yes	No		
When are catalogs published?				
ATHLETIC EQUIPMENT RECONIDITIONING		Catalog Discount	Price List Discount	Shelf Price Discount
Catalog - Price List - Shelf Price Bid				
		%	%	%
Exception Questions				
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.				
Are there product exceptions to the discount?	Yes	No		
Do you require a MINIMUM ORDER?	Yes	No		
Is there a charge for shipping?	Yes	No		
When are catalogs published?				
AUDIO VISUAL		Catalog Discount	Price List Discount	Shelf Price Discount
Catalog - Price List - Shelf Price Bid				
		%	%	%
Exception Questions				
If you answer yes to any question below provide a clear, explanation if additional space is needed attach a typewritten explanation on company letterhead.				
Are there product exceptions to the discount?	Yes	No		
Do you require a MINIMUM ORDER?	Yes	No		
Is there a charge for shipping?	Yes	No		
When are catalogs published?				



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AUTOMOTIVE MAINTENANCE Catalog - Price List - Shelf Price Bid		Catalog Discount	Price List Discount	Shelf Price Discount
		%	%	%
Exception Questions				
If you answer yes to any question below provide a clear, explanation if additional space is needed attach a typewritten explanation on company letterhead.				
Are there product exceptions to the discount?	Yes	No		
Do you require a MINIMUM ORDER?	Yes	No		
Is there a charge for shipping?	Yes	No		
When are catalogs published?				
BAND/MUSIC SUPPLIES & REPAIRS Catalog - Price List - Shelf Price Bid		Catalog Discount	Price List Discount	Shelf Price Discount
		%	%	%
Exception Questions				
If you answer yes to any question below provide a clear, explanation if additional space is needed attach a typewritten explanation on company letterhead.				
Are there product exceptions to the discount?	Yes	No		
Do you require a MINIMUM ORDER?	Yes	No		
Is there a charge for shipping?	Yes	No		
When are catalogs published?				
BUSINESS FORMS (CUSTOM) Catalog - Price List - Shelf Price Bid		Catalog Discount	Price List Discount	Shelf Price Discount
		%	%	%
Exception Questions				
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.				
Are there product exceptions to the discount?	Yes	No		
Do you require a MINIMUM ORDER?	Yes	No		
Is there a charge for shipping?	Yes	No		
When are catalogs published?				



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CARPETING/FLOORING SUPPLIES & INSTALLATION Catalog - Price List - Shelf Price Bid	Catalog Discount	Price List Discount	Shelf Price Discount
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
CUSTODIAL SUPPLIES, EQUIPMENT, & REPAIRS Catalog - Price List - Shelf Price Bid	Catalog Discount	Price List Discount	Shelf Price Discount
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear, explanation if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
DRUG & ALCOHOL TESTING Catalog - Price List - Shelf Price Bid	Catalog Discount	Price List Discount	Shelf Price Discount
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear, explanation if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			



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DUPLICATING SUPPLIES, EQUIPMENT & REPAIRS	Catalog Discount	Price List Discount	Shelf Price Discount
Catalog - Price List - Shelf Price Bid			
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
FENCING SUPPLIES, EQUIPMENT, & REPAIRS	Catalog Discount	Price List Discount	Shelf Price Discount
Catalog - Price List - Shelf Price Bid			
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
FIELD PAINT & EQUIPMENT	Catalog Discount	Price List Discount	Shelf Price Discount
Catalog - Price List - Shelf Price Bid			
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			



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FIRE EXTINGUISHER MAINTENANCE & INSPECTION Catalog - Price List - Shelf Price Bid	Catalog Discount	Price List Discount	Shelf Price Discount
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
FIRE, SAFETY & SECURITY SUPPLIES Catalog - Price List - Shelf Price Bid	Catalog Discount	Price List Discount	Shelf Price Discount
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
FIRST AID/HEALTH SUPPLIES Catalog - Price List - Shelf Price Bid	Catalog Discount	Price List Discount	Shelf Price Discount
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			



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FLORAL/GIFT SUPPLIES Catalog - Price List - Shelf Price Bid	Catalog Discount	Price List Discount	Shelf Price Discount
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
FURNITURE Catalog - Price List - Shelf Price Bid	Catalog Discount	Price List Discount	Shelf Price Discount
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
HOOD CLEANING & SUPPLIES Catalog - Price List - Shelf Price Bid	Catalog Discount	Price List Discount	Shelf Price Discount
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			



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HVAC SUPPLIES, EQUIPMENT & REPAIR	Catalog Discount	Price List Discount	Shelf Price Discount
Catalog - Price List - Shelf Price Bid			
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
INSTRUCTIONAL SUPPLIES & EQUIPMENT	Catalog Discount	Price List Discount	Shelf Price Discount
Catalog - Price List - Shelf Price Bid			
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
LAMINATING & BINDING SUPPLIES	Catalog Discount	Price List Discount	Shelf Price Discount
Catalog - Price List - Shelf Price Bid			
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			



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LAWN CARE/GROUNDS SUPPLIES, EQUIPMENT, & REPAIRS	Catalog Discount	Price List Discount	Shelf Price Discount
Catalog - Price List - Shelf Price Bid	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
LIBRARY BOOKS & SUPPLIES	Catalog Discount	Price List Discount	Shelf Price Discount
Catalog - Price List - Shelf Price Bid	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
LOCKSMITH SERVICE	Catalog Discount	Price List Discount	Shelf Price Discount
Catalog - Price List - Shelf Price Bid	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear, explanation if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			



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208 SOUTH THIRTEENTH STREET
MURRAY, KENTUCKY 42071

LUMBER & GARDEN SUPPLIES & MULCH	Catalog Discount	Price List Discount	Shelf Price Discount
Catalog - Price List - Shelf Price Bid			
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
MAINTENANCE SUPPLIES & EQUIPMENT	Catalog Discount	Price List Discount	Shelf Price Discount
Catalog - Price List - Shelf Price Bid			
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
MISCELLANEOUS & OTHER	Catalog Discount	Price List Discount	Shelf Price Discount
Catalog - Price List - Shelf Price Bid			
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			



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OFFICE SUPPLIES Catalog - Price List - Shelf Price Bid	Catalog Discount	Price List Discount	Shelf Price Discount
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
PLAYGROUND EQUIPMENT & SUPPLIES Catalog - Price List - Shelf Price Bid	Catalog Discount	Price List Discount	Shelf Price Discount
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
PRINTING SERVICES & EQUIPMENT Catalog - Price List - Shelf Price Bid	Catalog Discount	Price List Discount	Shelf Price Discount
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			



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RADIO EQUIPMENT, SUPPLIES, & REPAIRS	Catalog Discount	Price List Discount	Shelf Price Discount
Catalog - Price List - Shelf Price Bid			
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
SPECIALTY ITEMS (ART, MATH, SCIENCE, SPECIAL ED & ETC.)	Catalog Discount	Price List Discount	Shelf Price Discount
Catalog - Price List - Shelf Price Bid			
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
TECHNOLOGY ITEMS	Catalog Discount	Price List Discount	Shelf Price Discount
Catalog - Price List - Shelf Price Bid			
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			



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TELEPHONE EQUIPMENT, SUPPLIES, & REPAIRS	Catalog Discount	Price List Discount	Shelf Price Discount
Catalog - Price List - Shelf Price Bid			
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
TIRES – BUS, VEHICLE, OR UTILITY TRAILER	Catalog Discount	Price List Discount	Shelf Price Discount
Catalog - Price List - Shelf Price Bid			
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
TONER	Catalog Discount	Price List Discount	Shelf Price Discount
Catalog - Price List - Shelf Price Bid			
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			



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TOOLS & EQUIPMENT Catalog - Price List - Shelf Price Bid	Catalog Discount	Price List Discount	Shelf Price Discount
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
TRANSPORTATION SUPPLIES & REPAIRS Catalog - Price List - Shelf Price Bid	Catalog Discount	Price List Discount	Shelf Price Discount
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
TROPHIES & AWARDS Catalog - Price List - Shelf Price Bid	Catalog Discount	Price List Discount	Shelf Price Discount
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			



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UNIFORMS Catalog - Price List - Shelf Price Bid	Catalog Discount	Price List Discount	Shelf Price Discount
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
VEHICLE CLEAN-UP/DETAIL	Catalog Discount	Price List Discount	Shelf Price Discount
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			
VIDEO CAMERA EQUIPMENT, SUPPLIES, & REPAIRS Catalog - Price List - Shelf Price Bid	Catalog Discount	Price List Discount	Shelf Price Discount
	%	%	%
Exception Questions			
If you answer yes to any question below provide a clear explanation, if additional space is needed attach a typewritten explanation on company letterhead.			
Are there product exceptions to the discount?	Yes	No	
Do you require a MINIMUM ORDER?	Yes	No	
Is there a charge for shipping?	Yes	No	
When are catalogs published?			