

MEMORANDUM

TO: All Campuses and Departments

FROM: Emily Garza, Director of Purchasing

**SUBJECT: AUDIO, VIDEOS AND VISUAL AIDS, EQUIPMENT, SERVICES AND SUPPLIES CATALOG BID
17-18-040**

The Board of Education on August 27, 2018 awarded Audio, Video and Visual Aids, Equipment, Services and Supplies Catalog Bid for the 2018-2019 school year. The bid was awarded to the following vendors:

ACCO Brands USA LLC	Mackin Educational Resources
ACP Direct	Melhart Music Center
AISYS Consulting, LLC	Perma-Bound Books
Audio Visual Aids	Picture Perfect Photo Studio and Design
Aves Audio Visual Systems, Inc.	Pyramid School Products
Barnes & Noble Booksellers, Inc. (Corporate)	School Outfitters
Barnes & Noble Booksellers, Inc. (Palms Crossing)	School Specialty, Inc.
Barnes & Noble Booksellers, Inc. (Northcross)	Scott Electric
Coaches Video / Webb Electronics	Sundance / Newbridge LLC
Early Childhood LLC (d.b.a. Discount School Supply)	Trevino's Digital Photography, Inc.
Full Compass Systems	The Library Store, Inc.
Gateway Printing & Office Supply Inc.	Teachers Discovery Inc.
Independent Living Aids	Videotex Systems, Inc.
Library Video Company (d. b. a Safari Montage)	W.B. Hunt Co. Inc.
Lightspeed Technologies, Inc.	

The following criteria may be used when purchasing from the awarded vendors mentioned above:

- All school campuses will receive a company catalog.
- All audio, videos, and visual aids, equipment, services and supplies purchases are to be made solely from the awarded vendors mentioned above.

Please review tabulation for contact name, address, telephone numbers and discount (%) offered.

If you have any questions on the approved vendors listed above, please feel free to contact me at (956) 354-2000.

Sincerely,

Emily Garza

Director of Purchasing

START COLLEGE NOW! COMPLETE EARLY! GO FAR!

601 E. Kelly St., Pharr, TX 78577 P: (956) 354-2000 F: (956) 354-3019 www.psjaisd.us

It is the policy of Pharr-San Juan-Alamo ISD not to discriminate on the basis of sex, disability, race, color, religion, national origin or age.

PHARR-SAN JUAN-ALAMO I.S.D.
AUDIO, VIDEO AND VISUAL AIDS, EQUIPMENT, SERVICES AND SUPPLIES
CATALOG BID # 17-18-040
BID OPENED: APRIL 23, 2017 @ 2:30 P.M.

QUESTION:	VENDORS				
	ACCO BRANDS USA LLC	ACP DIRECT	AISYS CONSULTING, LLC	AUDIO VISUAL AIDS	AVES AUDIO VISUAL SYSTEMS, INC.
Discount price to I.S.D. shall be: A. % off shelf price B. % off catalog price C. % cost plus D. Unit/Quantity/Volume Discount	NA 40% NA NA	0% 0% NB 0%	NA 0-40%/0-5% May apply/Varies	NA 0% -District prices reflect up to 35% off M.S.R.P. NR NR	NA 2-30% Discounts vary per mfg. NA
What month and year is your current catalog published?	Sep-18	3 per year/Jan, April & August Apr-18	Jan-18	NA	Nov-17
Are your shelf prices guaranteed from September 1, 2017 to August 31, 2018?	NR	NO	NR	YES	NO
Are your catalogs guaranteed through 8/31/2018 with discounts to be taken from your printed 2017 Catalog price? Yes / No	YES	NO	YES	YES	YES
What City / State is your sales representative located? City / State Name Telephone Cellular Fax E-mail Address:	Lake Zurich, IL Mark Swanson 847-796-4963 NR 877-549-7881 mark.swanson@acco.com	Dallas, TX Vanessa Morris 800-238-8009 NA 800-238-3117 bids@acpdirect.com	McAllen, TX Amanda Worsham 956-686-0101 956-215-7006 956-686-0106 aworsham@aisysconsulting.com	Harlingen, TX Rudy Rubio 800-422-1282 NA 800-854-8140 avacorp@audiovisualaids.com	Sugar Land, TX Angie Gomez 281-295-1300 NA 281-295-1310 sales@avesav.com
What is the e-mail address for all Purchase Orders to be sent to?	gbc_orders@acco.com	sales@acpdirect.com	aworsham@aisysconsulting.com	avacorp@audiovisualaids.com	sales@avesav.com
Is there a minimum dollar / qty /vol. purchase amount required for delivery Yes / No	NO	YES	NO	NO	\$50
Does your company charge shipping / packing & handling? Yes / No If yes, how much?	Included for products only	YES/Varies	YES/Varies	NO	NO / Free Ground
Partial deliveries of purchase orders are not accepted. Can you comply? Y/N	Please state on P.O. YES	YES	YES	YES	YES

PHARR-SAN JUAN-ALAMO I.S.D.
AUDIO, VIDEO AND VISUAL AIDS, EQUIPMENT, SERVICES AND SUPPLIES
CATALOG BID # 17-18-040
BID OPENED: APRIL 23, 2017 @ 2:30 P.M.

QUESTION:	VENDORS				
	ACCO BRANDS USA LLC	ACP DIRECT	AISYS CONSULTING, LLC	AUDIO VISUAL AIDS	AVES AUDIO VISUAL SYSTEMS, INC.
What would be the delivery time once a purchase order is received? Number of Days: _____	5 Business days ARO	2-5 Business days, Longer for heavy, furniture or special order/ non stock items.	14-21 Business days	7-21 Business days	7-10 Business days ARO
Does your company charge a restocking fee on returned merchandise/warehouse stock? Yes / No If yes, how much?	YES 20%	YES Varies	YES 10-15%	NO	Yes, Varies on the product and manufacturer.
Your bid must be F.O.B. Pharr, TX 78577 The discount above is F.O.B. Pharr with a minimum order of \$_____ delivered to one location.	NA	\$1	No minimum	\$0	\$50
Can you deliver to all locations district wide? Yes / No	YES	YES	YES	YES	YES
Hourly Labor Charge / Straight Time per hour/sq. ft./yard/linear ft./Other	No returns of any type will be accepted without an RMA (Return Merchandise Authorization) number	NA	NA	NA	NA
Hourly Labor Charge / Overtime per hour/sq. ft./yard/linear ft./ Other		NA	NA	NA	NA
Hourly Labor Charge / Extra Man /Straight Time/ /per hr/sq. ft./year/linear ft./Other		NA	NA	NA	NA
Hourly Labor Charge / Extra Man / Overtime/per hr./sq. ft./yard/linear ft./Other		NA	NA	NA	NA
Materials are charged: a. At Cost b. Marked Up by (cost plus) % c. Price per square foot d. Price per yard e. Price per linear foot f. Other, please explain	NA NA NA NA NA NA	NA NA NA NA NA N/A	NA NA NA NA NA NA	NA NA NA NA NA NA	NA NA NA NA NA NA

PHARR-SAN JUAN-ALAMO I.S.D.
AUDIO, VIDEO AND VISUAL AIDS, EQUIPMENT, SERVICES AND SUPPLIES
CATALOG BID # 17-18-040
BID OPENED: APRIL 23, 2017 @ 2:30 P.M.

QUESTION:	VENDORS				
	BARNES & NOBLE BOOKSELLERS, INC. (Palm Crossing)	BARNES & NOBLE BOOKSELLERS, INC. (Northcross)	COACHES VIDEO / WEBB ELECTRONICS	EARLY CHILDHOOD LLC (d.b.a. DISCOUNT SCHOOL SUPPLY)	FULL COMPASS SYSTEMS
Discount price to I.S.D. shall be: A. % off shelf price B. % off catalog price C. % cost plus D. Unit/Quantity/Volume Discount	0-25% off list price 0-25% off list price NA NA	0-25% off list price 0-25% off list price NA NA	NR NR NR Prices vary by product	NA 18% NA NA	Varies by line item Varies by line item Varies by line item Varies by line item
What month and year is your current catalog published?	NA	NO	NR	Apr-18	NA
Are your shelf prices guaranteed from September 1, 2017 to August 31, 2018?	NA	NO	YES	NO	NO
Are your catalogs guaranteed through 8/31/2018 with discounts to be taken from your printed 2017 Catalog price? Yes / No	YES	YES	NA	NO	NO
What City / State is your sales representative located? City / State Name Telephone Cellular Fax E-mail Address:	McAllen, TX Katrina Flores 956-686-4231 NA 956-631-0438 crm2311@bn.com	McAllen, TX Shelby Rivera 956-683-7773 NA 956-7773 crm2119@bn.com	Cypress, TX David Gillespie 972-221-3939 214-789-0260 469-574-5412 davidg@coachesvideo.com	Monterrey, CA Kierston Young 800-836-9515 NA 800-993-3609 kyoung@discountschools supply.com	Madison, WI Brian Kaphingst 262-483-7697 NA 608-831-8846 briank@fullcompass.com
What is the e-mail address for all Purchase Orders to be sent to?	crm2311@bn.com	crm2119@bn.com	davidg@coachesvideo.com	bids@discountschools supply.com	briank@fullcompass.com
Is there a minimum dollar / qty /vol. purchase amount required for delivery Yes / No	NO	NO	NO	NO	NO
Does your company charge shipping / packing & handling? Yes / No If yes, how much?	NO	NO	YES Varies by product	Drop Ship items Pay 15% off product total for shipping	YES Varies
Partial deliveries of purchase orders are not accepted. Can you comply? Y/N	YES	YES	YES	NO	YES

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CATALOG BID # 17-18-040
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QUESTION:	VENDORS				
	BARNES & NOBLE BOOKSELLERS, INC.	BARNES & NOBLE BOOKSELLERS, INC.	COACHES VIDEO / WEBB ELECTRONICS	EARLY CHILDHOOD LLC (d.b.a. DISCOUNT SCHOOL SUPPLY)	FULL COMPASS SYSTEMS
What would be the delivery time once a purchase order is received? Number of Days: _____	7-10 Business days	7-10 Business days	10-20 Business days	3-5 days on Stock items 2-6 Weeks on Dropship	Usually, within 2 weeks, 3 Business Days if in stock
Does your company charge a restocking fee on returned merchandise/warehouse stock? Yes / No If yes, how much?	NO	NO	YES 15%	NO	YES 15%,
Your bid must be F.O.B. Pharr, TX 78577 The discount above is F.O.B. Pharr with a minimum order of \$_____ delivered to one location.	\$0	\$0	No minimum	\$99	NA
Can you deliver to all locations district wide? Yes / No	YES	YES	YES	YES	YES
Hourly Labor Charge / Straight Time per hour/sq. ft./yard/linear ft./Other	NA	NA	NA	NA	NA
Hourly Labor Charge / Overtime per hour/sq. ft./yard/linear ft./ Other	NA	NA	NA	NA	NA
Hourly Labor Charge / Extra Man /Straight Time/ /per hr/sq. ft./year/linear ft./Other	NA	NA	NA	NA	NA
Hourly Labor Charge / Extra Man / Overtime/per hr./sq. ft./yard/linear ft./Other	NA	NA	NA	NA	NA
Materials are charged: a. At Cost b. Marked Up by (cost plus) % c. Price per square foot d. Price per yard e. Price per linear foot f. Other, please explain	NA NA NA NA NA NA	NA NA NA NA NA NA	NA NA NA NA NA NA	NA NA NA NA NA NA	NA NA NA NA NA NA

**PHARR-SAN JUAN-ALAMO I.S.D.
AUDIO, VIDEO AND VISUAL AIDS, EQUIPMENT, SERVICES AND SUPPLIES
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BID OPENED: APRIL 23, 2017 @ 2:30 P.M.**

QUESTION:	VENDORS				
	GATEWAY PRINTING & OFFICE SUPPLY, INC.	INDEPENDENT LIVING AIDS	LIBRARY VIDEO COMPANY (d.b.a. SAFARI MONTAGE)	LIGHTSPEED TECHNOLOGIES, INC.	MACKIN EDUCATIONAL RESOURCES
Discount price to I.S.D. shall be: A. % off shelf price B. % off catalog price C. % cost plus D. Unit/Quantity/Volume Discount	NA 20% NA NA	5% 5% 5% 5%	NA 0% NA Varies depending on product	NA 22-27% Off List Price NA Volume discount available	NA 5% NA Available, contact Mackin
What month and year is your current catalog published?	Jan-18	Jan-17	NA	Jul-17	ongoing-updated nightly
Are your shelf prices guaranteed from September 1, 2017 to August 31, 2018?	YES	YES	NA	YES	YES
Are your catalogs guaranteed through 8/31/2018 with discounts to be taken from your printed 2017 Catalog price? Yes / No	YES	YES	YES	YES	YES
What City / State is your sales representative located? City / State Name Telephone Cellular Fax E-mail Address:	Edinburg, TX Chris Diaz 956-383-3861 956-451-9165 956-316-0253 cdiaz@gatewayp.com	Buffaldo, NY Karin Danza 716-332-2972 NA 631-414-7395 karin@independentliving.com	NR Monica Watts 800-843-4549 904-547-1849 610-658-7119 mwatts@safarimontage.com	San Antonio, TX Kevin Gagnon, 800-732-8999 830-431-4184 503-684-3197 kevin.gagnon@lightspeed-tek.com	Katy, TX Martha Lee 800-245-9540 281-841-5149 800-369-5490 martha.lee@mackin.com
What is the e-mail address for all Purchase Orders to be sent to?	csr.rgv@gatewayp.com	karin@independentliving.com	customersupport@safarimontage.com	orders@lightspeed-tek.com	orders@mackin.com
Is there a minimum dollar / qty /vol. purchase amount required for delivery Yes / No	NO	NO	NO	NO	NO
Does your company charge shipping / packing & handling? Yes / No If yes, how much?	NO	YES Varies	YES Included in shipping	NO	NO
Partial deliveries of purchase orders are not accepted. Can you comply? Y/N	YES	YES	YES, if requested on PO	YES	YES

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	GATEWAY PRINTING & OFFICE SUPPLY, INC.	INDEPENDENT LIVING AIDS	LIBRARY VIDEO COMPANY (d.b.a. SAFARI MONTAGE)	LIGHTSPEED TECHNOLOGIES, INC.	MACKIN EDUCATIONAL RESOURCES
What would be the delivery time once a purchase order is received? Number of Days: _____	1 to 5 Business days	3 Business Days	30 Days other orders longer	14 Calendar days.	28-45 Business days ARO
Does your company charge a restocking fee on returned merchandise/warehouse stock? Yes / No If yes, how much?	NO	NO	NO Returns not accepted	YES 15% after 30 days	NO
Your bid must be F.O.B. Pharr, TX 78577 The discount above is F.O.B. Pharr with a minimum order of \$_____ delivered to one location.	Any	\$100	\$0	\$0	\$0
Can you deliver to all locations district wide? Yes / No	YES	YES	YES	YES	YES
Hourly Labor Charge / Straight Time per hour/sq. ft./yard/linear ft./Other	NA	NA	NA	NA	NA
Hourly Labor Charge / Overtime per hour/sq. ft./yard/linear ft./ Other	NA	NA	NA	NA	NA
Hourly Labor Charge / Extra Man /Straight Time/ /per hr/sq. ft./year/linear ft./Other	NA	NA	NA	NA	NA
Hourly Labor Charge / Extra Man / Overtime/per hr./sq. ft./yard/linear ft./Other	NA	NA	NA	NA	NA
Materials are charged: a. At Cost b. Marked Up by (cost plus) % c. Price per square foot d. Price per yard e. Price per linear foot f. Other, please explain	NA NA NA NA NA NA	NA NA NA NA NA NA	NA NA NA NA NA NA	NA NA NA NA NA NA	NA NA NA NA NA NA

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QUESTION:	VENDORS				
	MELHART MUSIC CENTER	PERMA-BOUND BOOKS	PICTURE PERFECT PHOTO STUDIO AND DESIGN	PYRAMID SCHOOL PRODUCTS	SCHOOL OUTFITTERS
Discount price to I.S.D. shall be: A. % off shelf price B. % off catalog price C. % cost plus D. Unit/Quantity/Volume Discount	0-30% 20-50% NR NR	NR 0% NR NR	NR 10% / 20% / 25% NR NR	NR 20% NR NR	NR 2% NR NR
What month and year is your current catalog published?	NR	Aug-18	Aug-18	Jan-19	NR
Are your shelf prices guaranteed from September 1, 2017 to August 31, 2018?	YES	NR	YES	NA	NR
Are your catalogs guaranteed through 8/31/2018 with discounts to be taken from your printed 2017 Catalog price? Yes / No	YES	YES	YES	YES	YES
What City / State is your sales representative located? City / State Name Telephone Cellular Fax E-mail Address:	NR NR NR NR NR NR	Brownsville, TX Martha Garcia 956-755-9915 956-755-9915 956-544-0408 marthagarcia@perma-bound.com	Pharr, TX Cynthia E. Sandoval 956-681-7349 956-681-7349 NA sandovalcynthia705@gmail.com	Tampa, FL Kenneth D. Miller 800-792-2644 x 225 NA 813-621-7688 kenny@pyramidsp.com	Katy, TX Cathy Schirra 281-763-8064 NA 800-494-1036 cathy.schirra@schooloutfitters.com
What is the e-mail address for all Purchase Orders to be sent to?	nicoler@melhart.com	books@perma-bound.com	pictureperfectanddesign@gmail.com	orders@pyramidsp.com	sales@schooloutfitters.com
Is there a minimum dollar / qty /vol. purchase amount required for delivery Yes / No	NO	NO	NO	YES \$50	NO
Does your company charge shipping / packing & handling? Yes / No If yes, how much?	NO	NO	NO	Orders less than \$50-15%	YES Varies by item & mfg.
Partial deliveries of purchase orders are not accepted. Can you comply? Y/N	YES	YES	YES	YES	YES

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QUESTION:	VENDORS				
	MELHART MUSIC CENTER	PERMA-BOUND BOOKS	PICTURE PERFECT PHOTO STUDIO AND DESIGN	PYRAMID SCHOOL PRODUCTS	SCHOOL OUTFITTERS
What would be the delivery time once a purchase order is received? Number of Days: _____	30-60 Business days	60 days	15 Business days	7-10 days Business days	Varies by item & mfg
Does your company charge a restocking fee on returned merchandise/warehouse stock? Yes / No If yes, how much?	NO	NO	NO	YES 20%	YES Varies by item & mfg.
Your bid must be F.O.B. Pharr, TX 78577 The discount above is F.O.B. Pharr with a minimum order of \$ _____ delivered to one location.	\$1	NONE	NA	\$50	\$0
Can you deliver to all locations district wide? Yes / No	YES	YES	YES	YES	YES
Hourly Labor Charge / Straight Time per hour/sq. ft./yard/linear ft./Other	NA	NA	NA	NA	NA
Hourly Labor Charge / Overtime per hour/sq. ft./yard/linear ft./ Other	NA	NA	NA	NA	NA
Hourly Labor Charge / Extra Man /Straight Time/ /per hr/sq. ft./year/linear ft./Other	NA	NA	NA	NA	NA
Hourly Labor Charge / Extra Man / Overtime/per hr./sq. ft./yard/linear ft./Other	NA	NA	NA	NA	NA
Materials are charged: a. At Cost b. Marked Up by (cost plus) % c. Price per square foot d. Price per yard e. Price per linear foot f. Other, please explain	NA NA NA NA NA NA	NA NA NA NA NA NA	NA NA NA NA NA NA	NA NA NA NA NA NA	NA NA NA NA NA NA

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CATALOG BID # 17-18-040
BID OPENED: APRIL 23, 2017 @ 2:30 P.M.

QUESTION:	VENDORS				
	SCHOOL SPECIALTY INC.	SCOTT ELECTRIC	SUNDANCE / NEWBRIDGE LLC	TREVINO'S DIGITAL PHOTOGRAPHY, INC.	THE LIBRARY STORE, INC.
Discount price to I.S.D. shall be: A. % off shelf price B. % off catalog price C. % cost plus D. Unit/Quantity/Volume Discount	NA 35% off supplies / 14% off furniture NA NA	NA 10% NA NA	NR 20% NR NR	0 20% 0% 0%	0 25% 0% Call for more info
What month and year is your current catalog published?	Jan-18	Aug-17	Jan-18	NA	Jan-18
Are your shelf prices guaranteed from September 1, 2017 to August 31, 2018?	NO	NA	NA	NO	YES
Are your catalogs guaranteed through 8/31/2018 with discounts to be taken from your printed 2017 Catalog price? Yes / No	Discount is good thru Aug-18	YES	YES	YES	NA
What City / State is your sales representative located? City / State Name Telephone Cellular Fax E-mail Address:	McAllen, TX Ben Plata 956-683-8624 956-454-6754 888-366-6344 ben.plata@schoolspecialty.com	Greensburg, PA Mark Troutman 855-726-8899 NA 877-837-8906 mtroutman@scottelectricsusa.com	Marlborough, MA Linda Pino 877-888-2969 x 1816 NA 800-356-7956 lpino@sundancepub.com	Pharr, TX Joe G. Trevino 956-783-5274 956-607-8911 NA joe@trevinodigital.com	Tremont, IL Shayla Hill 800-548-7204 800-320-7706 309-925-7235 district-bids@thelibrarystore.com
What is the e-mail address for all Purchase Orders to be sent to?	orders@schoolspecialty.com	mtroutman@scottelectricsusa.com	info@sundance.pub.com	joe@trevinosdigital.com	customercare@thelibrarystore.com
Is there a minimum dollar / qty /vol. purchase amount required for delivery Yes / No	YES	NO	NO	NO	NO
Does your company charge shipping / packing & handling? Yes / No If yes, how much?	YES Varies	NO	YES	NO	Yes, if \$50 order minimum is not met.
Partial deliveries of purchase orders are not accepted. Can you comply? Y/N	YES	YES	YES	YES	YES, please note "ship in full" on all PO's.

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QUESTION:	VENDORS				
	SCHOOL SPECIALTY INC.	SCOTT ELECTRIC	SUNDANCE / NEWBRIDGE LLC	TREVINO'S DIGITAL PHOTOGRAPHY, INC.	THE LIBRARY STORE, INC.
What would be the delivery time once a purchase order is received? Number of Days: _____	7-30 days, depending on items ordered	3-4 Business days	14 Business Days	9-12 Business days	3-5 Business Days
Does your company charge a restocking fee on returned merchandise/warehouse stock? Yes / No If yes, how much?	YES 15%-Supplies	NO	NO	NO	YES
Your bid must be F.O.B. Pharr, TX 78577 The discount above is F.O.B. Pharr with a minimum order of \$_____ delivered to one location.	\$49	\$0	NA	\$50	\$50
Can you deliver to all locations district wide? Yes / No	YES	YES	YES	YES	YES
Hourly Labor Charge / Straight Time per hour/sq. ft./yard/linear ft./Other	NA	NA	NA	NA	NA
Hourly Labor Charge / Overtime per hour/sq. ft./yard/linear ft./ Other	NA	NA	NA	NA	NA
Hourly Labor Charge / Extra Man /Straight Time/ /per hr/sq. ft./year/linear ft./Other	NA	NA	NA	NA	NA
Hourly Labor Charge / Extra Man / Overtime/per hr./sq. ft./yard/linear ft./Other	NA	NA	NA	NA	NA
Materials are charged: a. At Cost b. Marked Up by (cost plus) % c. Price per square foot d. Price per yard e. Price per linear foot f. Other, please explain	NA NA NA NA NA NA	NA NA NA NA NA NA	NA NA NA NA NA NA	NA NA NA NA NA NA	NA NA NA NA NA NA

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AUDIO, VIDEO AND VISUAL AIDS, EQUIPMENT, SERVICES AND SUPPLIES
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QUESTION:	VENDORS		
	TEACHERS DISCOVERY INC.	VIDEOTEX SYSTEMS, INC.	W. B. HUNT CO. INC.
Discount price to I.S.D. shall be: A. % off shelf price B. % off catalog price C. % cost plus D. Unit/Quantity/Volume Discount	0% 0% 0% 0%	0% to 40% 0% to 40% Varies Varies	4% NR NR Varies /Contact Roger Treadwell
What month and year is your current catalog published?	Jan-18	NA	www.huntsphoto.com
Are your shelf prices guaranteed from September 1, 2017 to August 31, 2018?	YES	YES	NO
Are your catalogs guaranteed through 8/31/2018 with discounts to be taken from your printed 2017 Catalog price? Yes / No	YES	YES	NR
What City / State is your sales representative located? City / State Name Telephone Cellular Fax E-mail Address:	Auburn Hills, MI No Local Rep NA NA NA NA	Dallas, TX Russell W. Meehan 972-231-9200 x 124 NA 972-231-2420 Meehan@videotexsystems.com	Manchester, NH Roger Treadwell 781-462-2343 781-462-2343 781-462-2338 rtreadwell@huntsphoto.com
What is the e-mail address for all Purchase Orders to be sent to?	orders@teachersdiscovery.com	Meehan@videotexsystems.com	rtreadwell@huntsphoto.com
Is there a minimum dollar / qty /vol. purchase amount required for delivery Yes / No	NO	YES	\$50
Does your company charge shipping / packing & handling? Yes / No If yes, how much?	YES / Varies	YES Varies by shipment	NO, if over \$50 Except oversize or overweight items
Partial deliveries of purchase orders are not accepted. Can you comply? Y/N	YES	YES	YES

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QUESTION:	VENDORS		
	TEACHERS DISCOVERY INC.	VIDEOTEX SYSTEMS, INC.	W. B. HUNT CO. INC.
What would be the delivery time once a purchase order is received? Number of Days: _____	7-10 Business days	Typically 14 ARO	5 Business Days
Does your company charge a restocking fee on returned merchandise/warehouse stock? Yes / No If yes, how much?	NO	YES 0% to 25% depending on Mfg.	YES, 15% if over 30 days or missing packaging or included items.
Your bid must be F.O.B. Pharr, TX 78577 The discount above is F.O.B. Pharr with a minimum order of \$ _____ delivered to one location.	\$0	\$100	\$50
Can you deliver to all locations district wide? Yes / No	YES	YES	YES
Hourly Labor Charge / Straight Time per hour/sq. ft./yard/linear ft./Other	NA	NA	NA
Hourly Labor Charge / Overtime per hour/sq. ft./yard/linear ft./ Other	NA	NA	NA
Hourly Labor Charge / Extra Man /Straight Time/ /per hr/sq. ft./year/linear ft./Other	NA	NA	NA
Hourly Labor Charge / Extra Man / Overtime/per hr./sq. ft./yard/linear ft./Other	NA	NA	NA
Materials are charged: a. At Cost b. Marked Up by (cost plus) % c. Price per square foot d. Price per yard e. Price per linear foot f. Other, please explain	NA NA NA NA NA NA	NA NA NA NA NA NA	NA NA NA NA NA NA