



Purchasing Department

245 DeKoven Drive, Room 112
Middletown, CT 06457
860.638.4895 phone 860.638.1995 fax
purchase@MiddletownCT.gov

Dear Vendor,

We appreciate your company's interest in providing goods and/or services to the City of Middletown. In order to assure that all vendors are consistently notified of our requirements, we maintain an automated vendor and bid file. The City uses this file for all formal bids, as well as various quotations as needed.

The City of Middletown's bid limit is \$34,999. All products and services in excess of this amount shall be formally bid. If you are interested in being notified of bid opportunities please visit our website www.MiddletownCT.gov and register to receive bid notifications.

****Please complete the attached W9 and vendor application.**

This vendor application was developed to assist the Purchasing Department to maintain the vendor list. If your company wishes to do business or wishes to continue to do business with the City of Middletown, this application must be completed and returned.

The application contains a general listing of goods and services. Please complete this listing by checking any commodity item that your company can provide to the City and return the completed form via fax, mail, or email.

The City of Middletown appreciates your interest and looks forward to doing business with you. Your assistance will enable us to assure that each vendor is given equal consideration as well as assist us in managing our vendor file. Please contact the Purchasing Office at (860) 638-4895 if you have any questions.

Sincerely,

Donna L. Formato,
CPPB, NIGP-CPP
Supervisor of Purchases

NEW VENDOR (circle) Yes or No
EXISTING VENDOR # _____

CITY OF MIDDLETOWN
VENDOR APPLICATION
PURCHASING DEPARTMENT

Room 112
245 DeKoven Drive
Middletown, CT 06457

Telephone: 860-638-4895
Fax: 860-638-1995
Email: purchase@middletownct.gov

PLEASE NOTE: All of the information below is REQUIRED. Please do not leave any information blank. Thank you.

1. Name (As shown on your income tax return): _____

2. Business Name (If different from Item #1 above): _____

3. Mailing Address:

4. Payment Address (If different from Item #3):

Address

Address

City, State and Zip

City, State and Zip

5. Contact Information

Contact Name: _____ **Title:** _____

Phone Number: _____ **Fax:** _____

Email Address: _____

Website: _____

SIGN HERE: I hereby certify that the above information is correct.

Print or Type Name & Title

Signature

Date

COMMODITY CLASS LIST

PLEASE PLACE A CHECKMARK BY THE ITEMS YOU ARE INTERESTED IN SUPPLYING.

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| <p><input type="checkbox"/> 005 Abrasives</p> <p><input type="checkbox"/> 010 Acoustical Tile, Insulating Materials, and Supplies</p> <p><input type="checkbox"/> 015 Addressing, Copying, Mimeograph, & Spirit
Duplicating Machine Supplies: Chemicals, Inks, Paper, Etc.</p> <p><input type="checkbox"/> 019 Agricultural Crops & Grains including Fruits, Melons,
Nuts and Vegetables</p> <p><input type="checkbox"/> 020 Agricultural Equipment, Implements, and Accessories</p> <p><input type="checkbox"/> 022 Agricultural Implement and Accessory Parts</p> <p><input type="checkbox"/> 025 Air Compressors and Accessories</p> <p><input type="checkbox"/> 031 Air Conditioning, Heating, and Ventilating: Equipment
Parts and Accessories (see related items in Class 740)</p> <p><input type="checkbox"/> 035 Aircraft and Airport, Equipment, Parts and Supplies</p> <p><input type="checkbox"/> 037 Amusement, decorations, entertainment, toys, etc.</p> <p><input type="checkbox"/> 040 Animals, Live: Bees, Dogs, Fish, Livestock, and Poultry</p> <p><input type="checkbox"/> 045 Appliances and Equipment, Household Type</p> <p><input type="checkbox"/> 050 Art Equipment and Supplies</p> <p><input type="checkbox"/> 052 Art Objects</p> <p><input type="checkbox"/> 055 Automotive Accessories - Automobiles, Buses, Trucks, Etc</p> <p><input type="checkbox"/> 060 Automotive Maintenance Items, Repair &
Replacement Parts</p> <p><input type="checkbox"/> 065 Automotive Bodies Accessories, and Parts</p> <p><input type="checkbox"/> 070 Automotive Vehicles & Related Transportation Equip</p> <p><input type="checkbox"/> 075 Automotive Shop Equipment and Supplies</p> <p><input type="checkbox"/> 080 Badges, Emblems, Name Tags and Plates, Jewelry, etc.</p> <p><input type="checkbox"/> 085 Bags, Bagging, Ties, and Erosion Control Equipment</p> <p><input type="checkbox"/> 090 Bakery Equipment, Commercial</p> <p><input type="checkbox"/> 095 Barber and Beauty Shop Equipment and Supplies</p> <p><input type="checkbox"/> 099 Policy manuals</p> <p><input type="checkbox"/> 100 Barrels, Drums, Kegs, and Containers</p> <p><input type="checkbox"/> 105 Bearings (except Wheel Bearings & Seals-see 060)</p> <p><input type="checkbox"/> 110 Belts, Conveyer, Elevator, Power Transmission & V-Belts</p> <p><input type="checkbox"/> 115 Biochemicals, Research</p> <p><input type="checkbox"/> 120 Boats, Motors, and Marine and Wildlife Supplies</p> <p><input type="checkbox"/> 125 Bookbinding Supplies</p> <p><input type="checkbox"/> 135 Bricks, Stone, Other Clay Products, Refractory Materials</p> <p><input type="checkbox"/> 140 Broom, Brush, Mop Manufacturing Machinery & Supplies</p> <p><input type="checkbox"/> 145 Brushes (not otherwise classified)</p> <p><input type="checkbox"/> 150 Builder's Supplies</p> <p><input type="checkbox"/> 155 Buildings and Structures: Fabricated and Prefabricated</p> <p><input type="checkbox"/> 160 Butcher Shop and Meat Processing Equipment</p> <p><input type="checkbox"/> 165 Cafeteria and Kitchen Equipment, Commercial</p> <p><input type="checkbox"/> 175 Chemical Laboratory Equipment and Supplies</p> <p><input type="checkbox"/> 180 Chemical Raw Materials (in Large Quantities Primarily
for Manufacturing Janitorial and Laundry Products)</p> <p><input type="checkbox"/> 190 Chemicals and Solvents, Commercial (in bulk)</p> <p><input type="checkbox"/> 192 Cleaning Compositions, Detergents, Solvents
And Strippers (Prepackaged)</p> <p><input type="checkbox"/> 193 Clinical Laboratory Reagents and Tests (Blood Grouping,
Diagnostic, Drug Monitoring, etc.)</p> <p><input type="checkbox"/> 195 Clocks, Timers, Watches, Watchmakers' Tools & Equip.</p> <p><input type="checkbox"/> 200 Clothing, Apparel, Uniforms, and Accessories</p> <p><input type="checkbox"/> 204 Computer Hardware / Peripherals for Microcomputers</p> <p><input type="checkbox"/> 205 Computers & Information Processing Systems: Hardware
Items, Software, Peripherals, Related Materials</p> <p><input type="checkbox"/> 206 Hardware/peripherals for Mini & Mainframe Computer</p> <p><input type="checkbox"/> 207 Computer accessories and supplies</p> <p><input type="checkbox"/> 208 Preprogrammed Computer software for microcomputers</p> <p><input type="checkbox"/> 209 Preprogrammed software - mini & mainframe computers</p> <p><input type="checkbox"/> 210 Concrete & Metal Culverts, Pilings, Pipe, Septic Tanks
and Supplies</p> | <p><input type="checkbox"/> 220 Controlling, Indicating, Measuring, Monitoring, &
Recording Instruments and Supplies</p> <p><input type="checkbox"/> 225 Coolers, Drinking Water</p> <p><input type="checkbox"/> 232 Crafts, General</p> <p><input type="checkbox"/> 233 Crafts, Specialized</p> <p><input type="checkbox"/> 240 Cutlery, Dishes, Flatware, Glassware, Trays, Utensils,
and Supplies</p> <p><input type="checkbox"/> 245 Dairy Equipment and Supplies</p> <p><input type="checkbox"/> 250 Data Processing Cards and Paper</p> <p><input type="checkbox"/> 255 Decals and Stamps</p> <p><input type="checkbox"/> 260 Dental Equipment and Supplies</p> <p><input type="checkbox"/> 265 Draperies, Curtains, & Upholstery Material (Including
Automobile Upholstery Material)</p> <p><input type="checkbox"/> 269 Drugs and pharmaceuticals</p> <p><input type="checkbox"/> 270 Drugs, Pharmaceuticals and Biologicals (for Human
Therapeutic use)</p> <p><input type="checkbox"/> 271 Drugs, Pharmaceuticals, & sets (for large-volume
Administration, Infusion, Irrigation, & Tube Feeding)</p> <p><input type="checkbox"/> 280 Electrical Cables and Wires (not Electronic)</p> <p><input type="checkbox"/> 285 Electrical Equipment & Supplies (except Cable & Wire)</p> <p><input type="checkbox"/> 287 Electronic Components, Replacement Parts, and
Accessories: & Miscellaneous Electronic Equipment</p> <p><input type="checkbox"/> 290 Energy Collecting Equipment & Accessories: Solar & Wind</p> <p><input type="checkbox"/> 295 Elevators, Building Type</p> <p><input type="checkbox"/> 300 Embossing and Engraving</p> <p><input type="checkbox"/> 305 Engineering Equipment, Surveying Equipment,
Drawing Instruments, and Supplies</p> <p><input type="checkbox"/> 310 Envelopes, Plain or Printed</p> <p><input type="checkbox"/> 315 Epoxy Based Formulations for Adhesives, Coatings,
and Related Agents</p> <p><input type="checkbox"/> 318 Fare Collection Equipment and Supplies</p> <p><input type="checkbox"/> 320 Fastening, Packaging, Strapping, Tying Equipment</p> <p><input type="checkbox"/> 325 Feed, Bedding, Vitamins and Supplements for Animals</p> <p><input type="checkbox"/> 330 Fencing</p> <p><input type="checkbox"/> 335 Fertilizers and Soil Conditioners</p> <p><input type="checkbox"/> 340 Fire Protection Equipment and Supplies</p> <p><input type="checkbox"/> 345 First Aid and Safety Equipment and Supplies
(except Nuclear and Welding)</p> <p><input type="checkbox"/> 350 Flags, Flag Poles, Banners, and Accessories</p> <p><input type="checkbox"/> 360 Floor Covering, Floor Covering Installation and
Removal Equipment, and Supplies</p> <p><input type="checkbox"/> 365 Floor Maintenance Machines, Parts, and Accessories</p> <p><input type="checkbox"/> 370 Food Processing and Canning Equipment and Supplies</p> <p><input type="checkbox"/> 375 Foods: Bakers Products (Fresh)</p> <p><input type="checkbox"/> 380 Foods: Dairy Products (Fresh)</p> <p><input type="checkbox"/> 385 Foods: Freeze-Dried, Frozen and Prepared Ready-to-Eat</p> <p><input type="checkbox"/> 390 Foods: Perishable</p> <p><input type="checkbox"/> 393 Foods: Staple Grocery and Grocer's Miscellaneous</p> <p><input type="checkbox"/> 395 Forms, Continuous: Computer Paper, Form Labels,
Snap-Out Forms, and Folders for Forms</p> <p><input type="checkbox"/> 400 Foundry Castings, Equipment, and Supplies</p> <p><input type="checkbox"/> 405 Fuel, Oil, Grease and Lubricants</p> <p><input type="checkbox"/> 410 Furniture: Health Care and Hospital Facility</p> <p><input type="checkbox"/> 415 Furniture: Laboratory</p> <p><input type="checkbox"/> 420 Furniture: Cafeteria, Chapel, Dormitory, Household,
Library, Lounge, School</p> <p><input type="checkbox"/> 425 Furniture: Office</p> <p><input type="checkbox"/> 430 Gases, Containers, Equipment: Laboratory, Medical and
And Welding</p> <p><input type="checkbox"/> 435 Germicides, Cleaners, and Related Sanitation Products
For Health Care Personnel</p> |
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__440 Glass and Glazing Supplies	__685 Poultry Equipment and Supplies
__445 Powered and Non-Powered Hand Tools, & Accessories	__690 Power generation equipment, accessories, and supplies
__450 Hardware and Related Items	__691 Power transmission equipment-electrical, Mechanical Air and Hydraulic
__460 Hose, Accessories and Supplies: Industrial, Commercial and Garden	__700 Printing Plant Equipment and Supplies (except Papers)
__465 Hospital / Surgical Equipment, Instruments, & Supplies	__705 Printing Preparations: Etching, Photoengraving, Typesetting, and Preparing Mats, Negatives, and Plates
__470 Hospital Equipment and Supplies: Mobility, Speech Impaired, and Restraint Items	__710 Prosthetic Devices, Hearing Aids, Auditory Testing Equipment, Electronic Reading Devices, etc.
__475 Hospital, Surgical, and Related Medical Accessories And Sundry Items	__715 Publications and Audiovisual Materials (Prepared Materials only, not Equipment, Supplies, or Production)
__485 Janitorial Supplies, General Line	__720 Pumping Equipment and Accessories
__490 Laboratory Equipment and Accessories for General Analytical and Research Use) Nuclear, Optical, Physical	__725 Radio Communication, Telephone, & Telecommunication Equipment, Accessories, and Supplies
__493 Laboratory Equipment and Accessories: Biochemistry Chemistry, Environmental Science, etc.	__730 Radio Communication and Telecommunication Testing, Measuring, & Analyzing Equipment, Accessories/Supplies
__495 Laboratory and Field Equipment and Supplies: Biology Botany, Geology, Microbiology, Zoology, etc.	__735 Rags, Shop Towels, and Wiping Cloths
__500 Laundry and Dry Cleaning Equipment, Accessories, And Parts (Non-Agricultural Applications)	__740 Refrigeration Equipment and Accessories
__505 Laundry and Dry Cleaning Compounds and Supplies	__745 Road and Highway Building Materials (Asphaltic)
__510 Laundry Textiles and Supplies	__750 Road and Highway Building Materials (not Asphaltic)
__515 Lawn Maintenance Equipment, Accessories, and Parts (Non-Agricultural Applications)	__755 Road and Highway Equipment and Parts: Asphalt and Concrete Handling and Processing
__520 Leather and Related Equipment, Products, Accessories, And Supplies	__760 Road and Highway Equipment: Earth Handling, Grading Moving, Packing, etc.
__525 Library and Archival Equipment, Machines, and Supplies	__765 Road and Highway Equipment (except Asphalt, Concrete, And Earth Handling Equipment- Classes 755 and 760)
__530 Luggage, Brief Cases, Purses and Related Items	__770 Roofing (except Wood-see Class 540)
__540 Lumber and Related Products	__775 Salt (Sodium Chloride) (except Table-see Class 393)
__545 Machinery and Hardware, Industrial	__780 Scales and Weighing Apparatus (see 175-08 for Laboratory Balances)
__550 Markers, Plaques, Signs, and Traffic Control Devices	__785 School Equipment and Supplies
__555 Marking and Stenciling Devices	__790 Seed, Sod, Soil, and Inoculants
__556 Mass Transportation-Transit Bus	__795 Sewing Room and Textile Machinery, & Accessories
__557 Mass Transportation-Transit Bus Accessories and Parts	__800 Shoes and Boots
__558 Mass Transportation-Rail Vehicles and Systems	__801 Signs, Sign materials, Sign making equipment, Etc.
__559 Mass Transportation Rail Vehicle Parts and Accessories	__803 Sound Systems, Components, and Accessories: Group Intercom, Music, Public Address, etc.
__560 Material Handling & Storage Equipment & Allied Items	__805 Sporting and Athletic Goods
__565 Mattress Manufacturing Machinery and Supplies	__810 Spraying Equipment (except Household, Nursery Plant, and Paint)
__570 Metals: Bars, Plates, Rods, Sheets, Strips, Structural Shapes, Tubing and Fabricated Items	__815 Steam / Hot Water Fittings, Accessories, & Supplies
__575 Microfiche/Microfilm Equipment, Accessories, & Supplies	__820 Steam Boilers Steam Heating, & Power Plant Equipment and Repair
__578 Miscellaneous Products	__825 Stockman Equipment and Supplies
__580 Musical Instruments, Accessories, and Supplies	__830 Mobile, Portable, and Stationary Tanks (Metal, Wood, and Synthetic Materials)
__590 Notions and Related Sewing Accessories and Supplies	__832 Tape (not Data Processing, Measuring, Optical Sewing, Sound, or Video)
__595 Nursery Stock, Equipment, and Supplies	__840 Television Equipment and Accessories
__600 Office Machines, Equipment, and Accessories	__845 Testing Apparatus and Instruments
__605 Office Mechanical Aids, Small Machines, & Apparatuses	__850 Textiles, Fibers, Household Linens, and Piece Goods
__610 Office Supplies: Carbon Paper and Ribbons, all Types	__855 Theatrical Equipment and Supplies
__615 Office Supplies, General	__860 Tickets, Coupons Books, Sales Books, Script Books
__620 Office Supplies: Erasers, Inks, Leads, Pens, Pencils, etc.	__863 Tires and Tubes
__625 Optical Equipment, Accessories, and Supplies	__864 Train Controls, Electronic
__630 Paint, Protective Coating, Varnish, Wallpaper, Etc.	__865 Twine
__635 Painting Equipment and Accessories	__870 Venetian Blinds, Awnings, and Shades
__640 Paper and Plastic Products, Disposable	__875 Veterinary Equipment and Supplies
__645 Paper (for Office and Print Shop use)	__880 Visual Education Equipment and Supplies (except Projection Lamps-see Class 285)
__650 Park, Playground, and Swimming Pool Equipment	__885 Water Treating Chemicals
__652 Personal hygiene and grooming equipment and supplies	__890 Water Supply and Sewage Treatment (not for Air Conditioning, Steam Boiler, or Laboratory Reagent Water)
__655 Photographic Equipment and Supplies (Not inc. Graphics, Arts, Microfilm, and X-Ray)	__895 Welding Equipment and Supplies
__658 Pipe and tubing	__898 X-Ray & Other Radiological Equip. & Medical Supplies
__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	

<p>__905 Aircraft Operations Services</p> <p>__906 Architect-Engineer and Other Professional Design Services (for Construction Coverage see Public Works-Class 968)</p> <p>__907 Architectural and engineering services, non-professional</p> <p>__908 Bookbinding, Rebinding, and Repairing</p> <p>__909 Building construction services, new</p> <p>__910 Building Maintenance and Repair Services</p> <p>__912 Construction Services, general</p> <p>__913 Construction Services, heavy</p> <p>__914 Construction Services, trade (new construction)</p> <p>__915 Communications and Media Related Services</p> <p>__918 Consulting Services</p> <p>__920 Data Processing Services and Software</p> <p>__924 Educational Services</p> <p>__925 Engineering Services, professional</p> <p>__926 Environmental and ecological services</p> <p>__928 Automobile, Truck, Trailer, Transit Buses, & Other Vehicle Equipment maintenance, reconditioning and repair</p> <p>__929 Agricultural, Automotive, Heavy Industrial, and Marine Equipment Maintenance, Reconditioning, and Repair</p> <p>__931 Appliances, Athletic, Cafeteria, Furniture, Musical Instruments, Sewing Equipment Maintenance, Reconditioning, and Repair</p> <p>__934 Laundry, Lawn, Painting, Plumbing, and Spraying Equipment Maintenance, Reconditioning, and Repair</p> <p>__936 General Equipment Maintenance, Reconditioning</p> <p>__938 Hospital, Laboratory, & Testing Equipment Maintenance, Reconditioning, and Repair Services</p> <p>__939 Office, Photographic, and Radio/Television Equipment Maintenance, Reconditioning, and Repair Services</p>	<p>__941 Power Generation, Maintenance, Reconditioning, Repair</p> <p>__945 Fishing, Hunting, Trapping, Game Propagation, Etc.</p> <p>__946 Financial Services</p> <p>__947 Forestry services</p> <p>__948 Health Related Services (not including Human Services)</p> <p>__952 Human Services</p> <p>__953 Insurance, all types</p> <p>__954 Laundry and Dry Cleaning Services</p> <p>__956 Library Services (excluding Class 908)</p> <p>__959 Marine construction services, Marine equipment maintenance and repair; related marine services</p> <p>__961 Miscellaneous Professional Services</p> <p>__962 Miscellaneous Services</p> <p>__964 Personnel, Temporary (Employment Agency Services)</p> <p>__966 Printing, Publishing, Silk Screening, and Typesetting</p> <p>__968 Public Works, Construction, and Related Services</p> <p>__971 Real Property Rental or Lease</p> <p>__975 Rental or Lease of Agricultural, Aircraft, Marine, and Automotive Heavy Equipment</p> <p>__977 Rental or Lease of Appliances- Cafeteria, Film, Musical/Sewing Equipment, Furniture, Hardware</p> <p>__979 Rental / Lease of Engineering, Hospital Laboratory, Instrument, Refrigeration, Scales, & Testing Equipment</p> <p>__981 Rental or Lease of General Equipment</p> <p>__983 Rental or Lease of Janitorial, Laundry, Lawn Painting, Spraying, and Textile Equipment</p> <p>__985 Rental or Lease Services of Office, Photographic, Printing, Radio, Television, and Telephone Equipment</p> <p>__988 Roadside, Grounds, and Park Area Services</p> <p>__990 Security, Fire, Safety, and Emergency Services</p> <p>__998 Sale of surplus and obsolete items</p>
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