



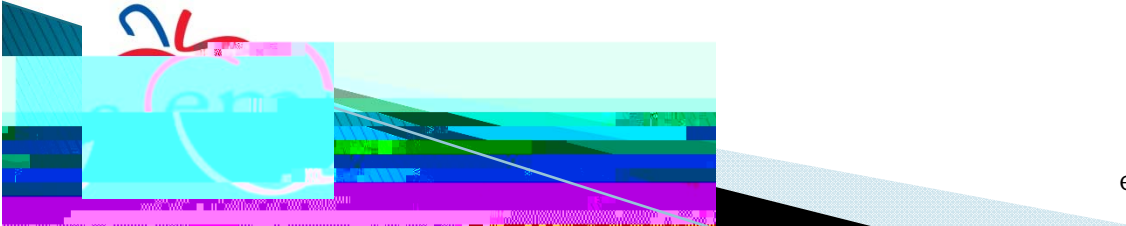
Page No.

**PHASE 1 - REGISTER AS A SUPPLIER**

- 1. Supplier Registration 4-20
- 2. Registration Activation Notification 21-22

**PHASE 2 - SUBMIT A BID**

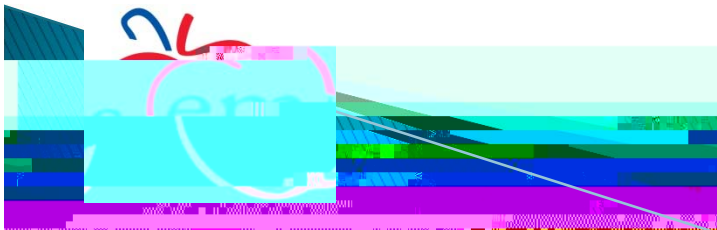
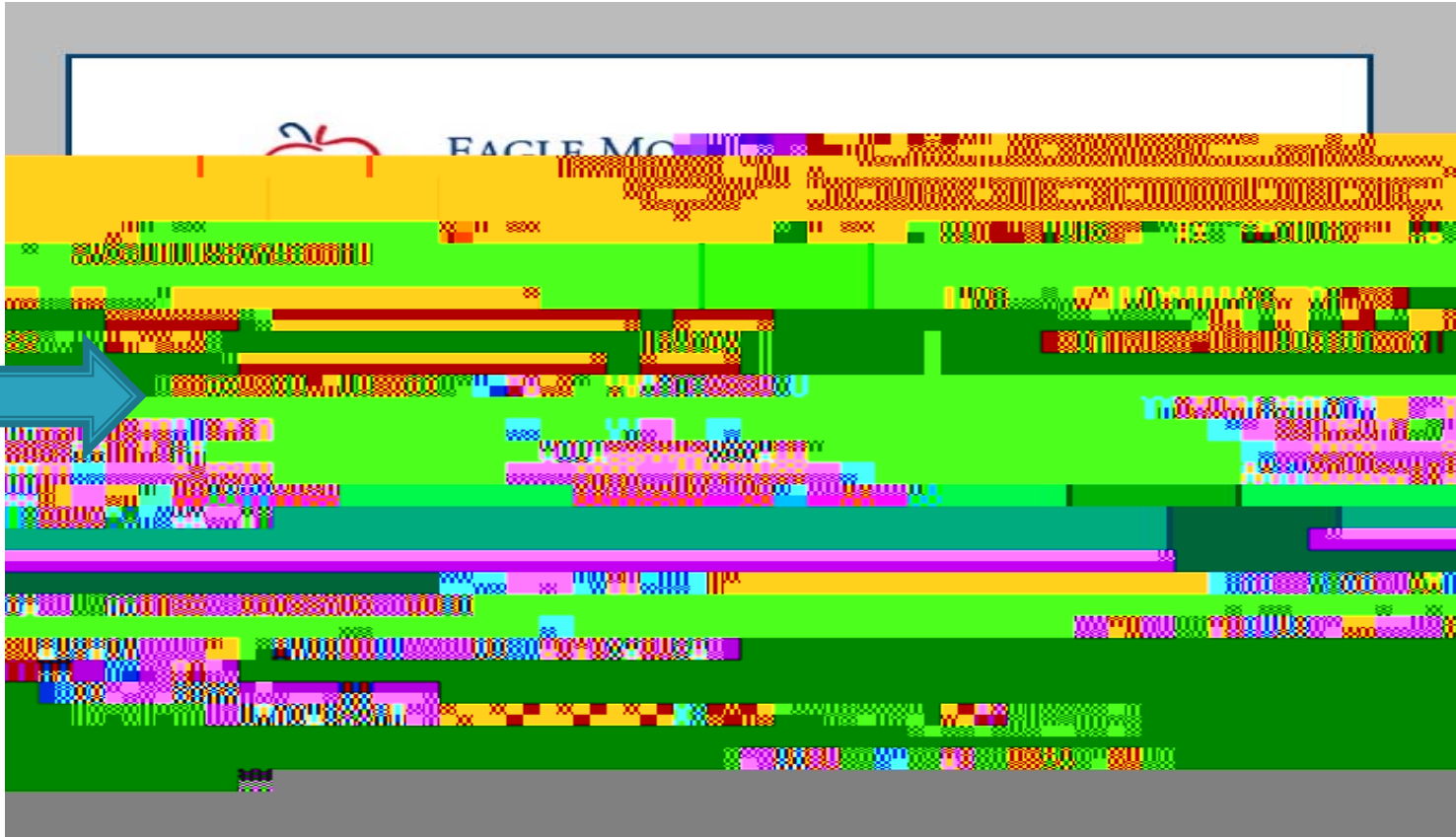
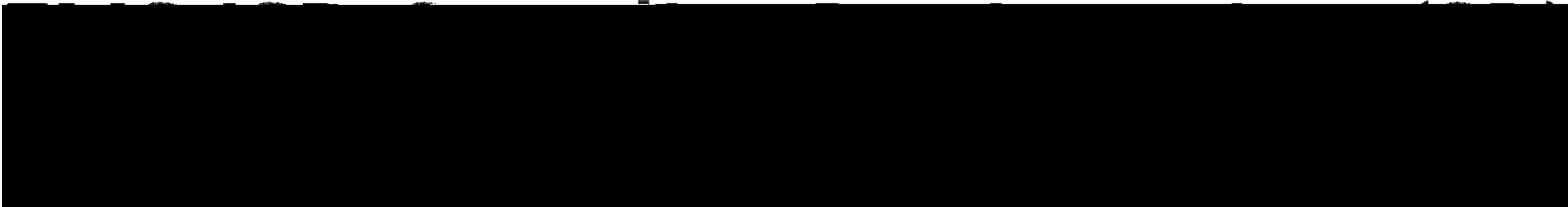
- 1. Bid Notification Emails 24
- 2. Bid Responses 25-33
- 3. Bid Submission 34
- 4. Bid Submission Confirmation Email 35
- 5. Bid Retraction 36-38
- 6. Bid Retraction Confirmation Email 39
- 7. Bid Addendum Notification Email 40

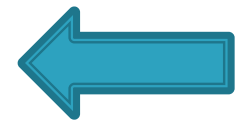
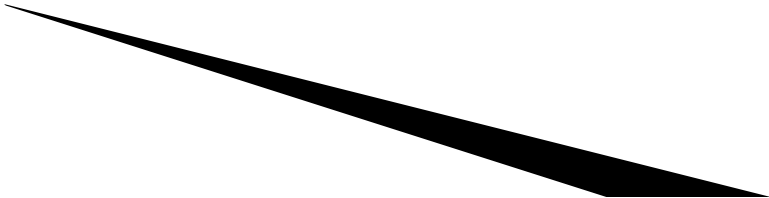


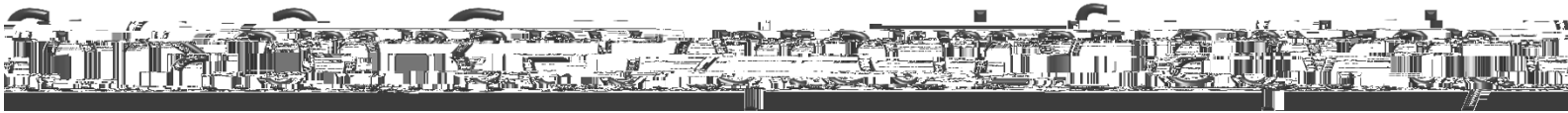
# PHASE 1

## REGISTER AS A SUPPLIER









on (Step 2 of 7)

Company Information

\* Indicates a required field

Company Information

\* Trade Name (dba)

Legal Name (if different)

\* Organization Type

\* Tax ID (EIN or SSN)

State of Incorporation

Year of Incorporation

Toll Free Telephone

Formation/Incorporation Date

Website

DUNS #

Company Description

[Please Select]

\* Business Type

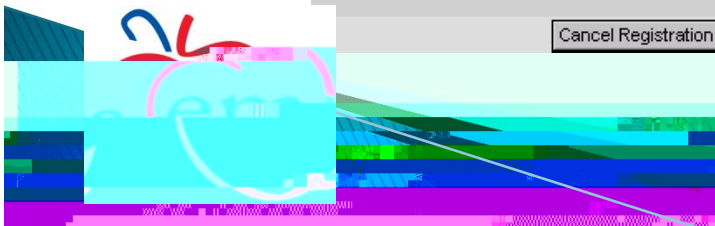
\* Annual Gross Sales

Years in Business

Cancel Registration

Next

Previous





emys EAGLE MOUNTAIN-SAGINAW INDEPENDENT SCHOOL DISTRICT

Company Information (Step 2 of 7)  
\* indicates a required field

**Company Information**

TEST TRAINING  
TRAINING

Legal Name (if different)  
Organization Type  
State of Incorporation  
Year of Incorporation  
Toll Free Telephone Number  
Incorporation/Incorporation Date

Website  
DUNS #

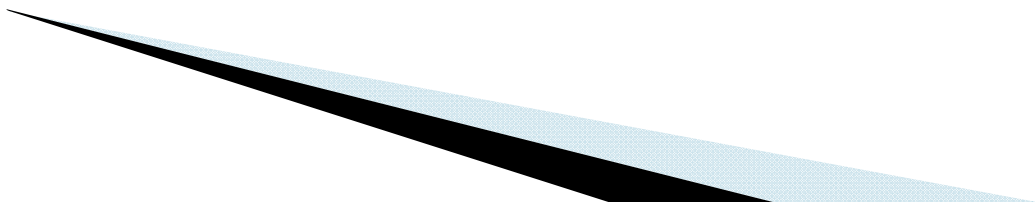
Business Type  
Marketing / Communications / Public Relations

Excluded from Federal Procurement or Nonprocurement Programs?  
Years in Business  
Number of Employees

Next Previous Cancel Registration

Year of Incorporation	2000
Toll Free Telephone Number	800-456-78
Incorporation/Incorporation Date	1/31/2000
Website	www.testtraining.com
DUNS #	123456789
Excluded from Federal Procurement or Nonprocurement Programs?	No
Years in Business	13
Number of Employees	500











Vendor Classification (Standard)

Special Classifications

Special Classifications

Large Employer in the State of Texas  
My company employs over 500 people in the State of Texas

Buy Board (TACD) history  
My Company holds a current contract(s) awarded by the Buy Board

Educational Purchasing Cooperative of State Agencies (EPCOA) [www.epcoa.com](http://www.epcoa.com)  
My Company holds a current contract(s) awarded by EPCOA

Education & Training Cooperative of State Agencies (ETCSA) [www.etcsa.com](http://www.etcsa.com)  
My Company holds a current contract(s) awarded by ETCSA

PACE for [www.pace.com](http://www.pace.com)  
My Company holds a current contract(s) awarded by PACE

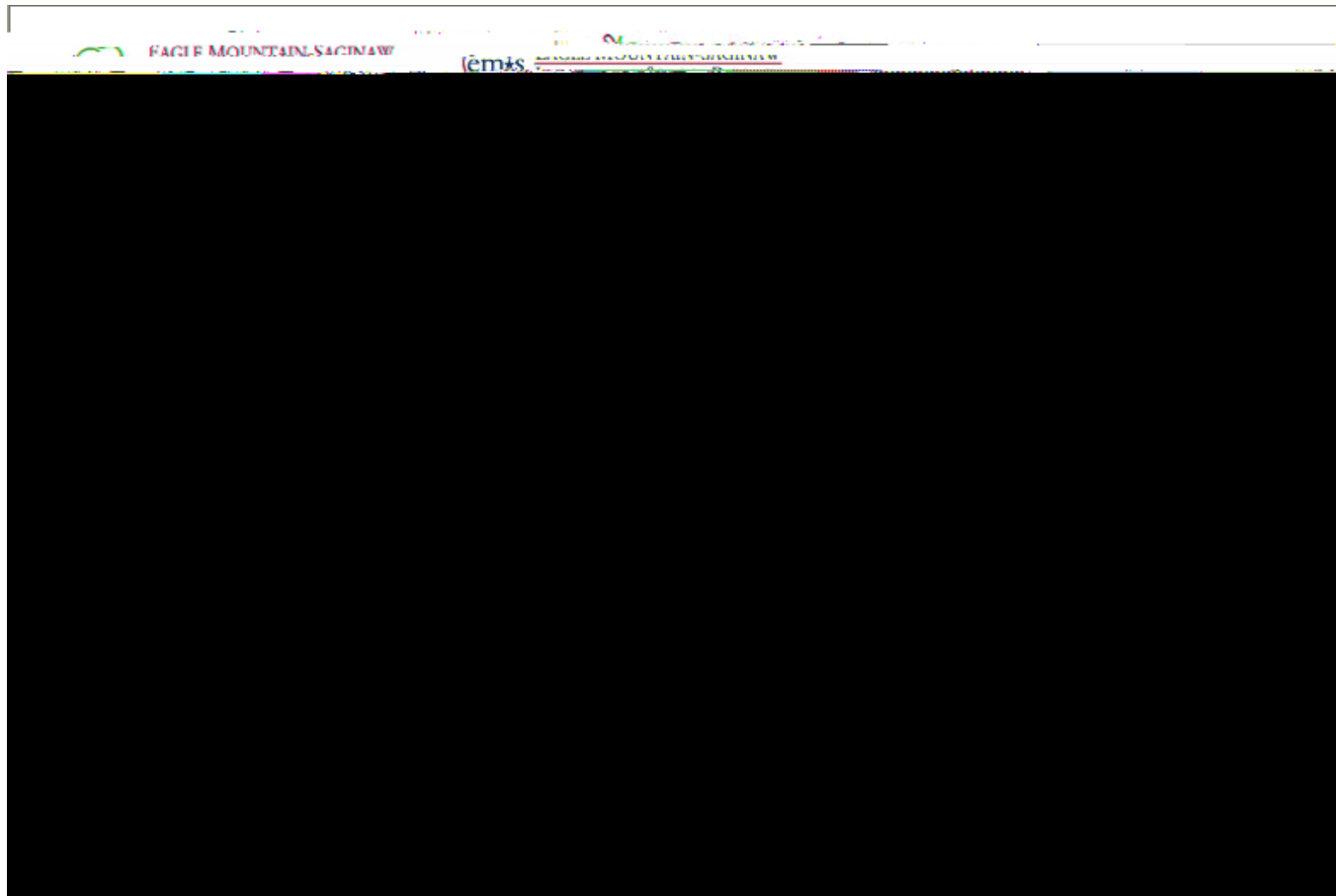
TIGPN - The Cooperative Purchasing Network <http://www.tigpn.com/default.aspx?page=bidder.info>

TIPS - The Interlocal Purchasing System, <http://www.tips-usa.com/texas/index.cfm>  
My Company holds a current contract(s) awarded by TIPS

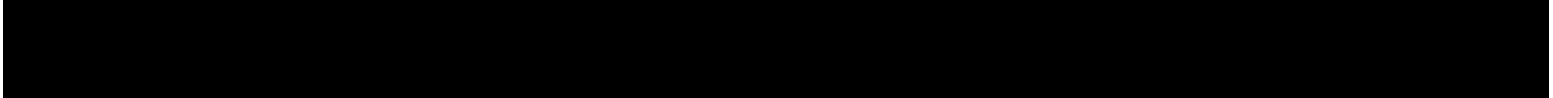
The Texas Transportation Contractors Association (TTCA) [www.ttca.com](http://www.ttca.com)  
My Company holds a current contract(s) awarded by TTCA

TWC - The Workers' Compensation Association [www.twc.com](http://www.twc.com)  
My Company holds a current contract(s) awarded by TWC









[Save Selections]

Selected Commodities:

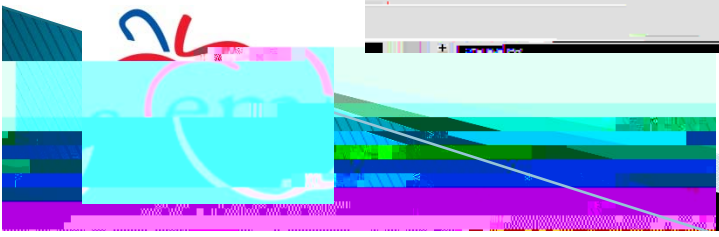
[Save Selections]

[Search]

Expand All Collapse All

- Commodities
- Animals
- Real Estate
- Automotive
- Art and Collectibles
- Bank Deposits
- Buses
- Clothing (Men's and Kids)
- Computer
- Construction
- Contract Services
- Electronics
- Energy
- Food and Beverage
- Fuels and Lubricants
- Furniture
- Gifts
- Grounds
- Health
- HVAC
- Industrial and Manufacturing
- Instructional

Click on a commodity and save selection. Repeat this step for as many commodities as you provide.





[Delete] Contracted Services (Non-Professional)

[Commodity Administration]

- Commodities
  - Animals & Live Plants
  - Apparel
  - Armored Car Services
  - Athletics
  - Audio Visual
  - Automotive
  - Awards
- Buses
- Clothing (non-athletic)
- Computer
- Construction

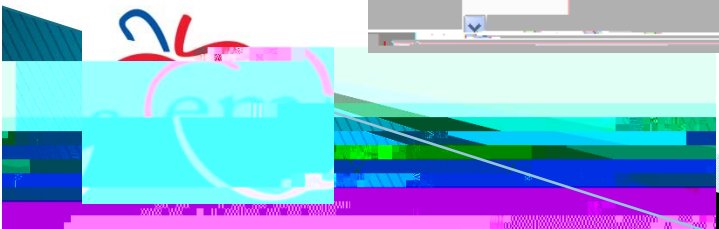
[Select] Contracted Services (Non-Professional): Drug

- Custodial
- Energy - Electricity
- Fine Arts
- Flags and Signs
- Food and Beverage
- Fuels and
- Furniture
- Grease Tr
- Grounds
- Health
- Law

Lubricants

Map Services

The Selected Commodities will be listed here.

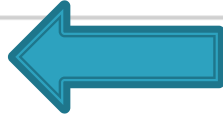


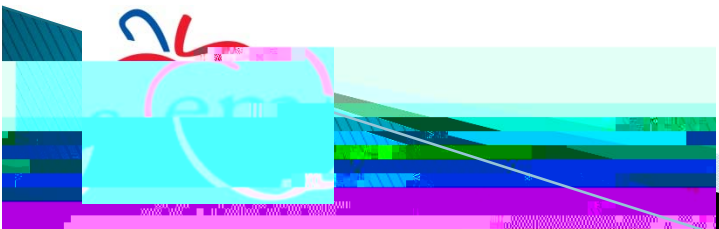


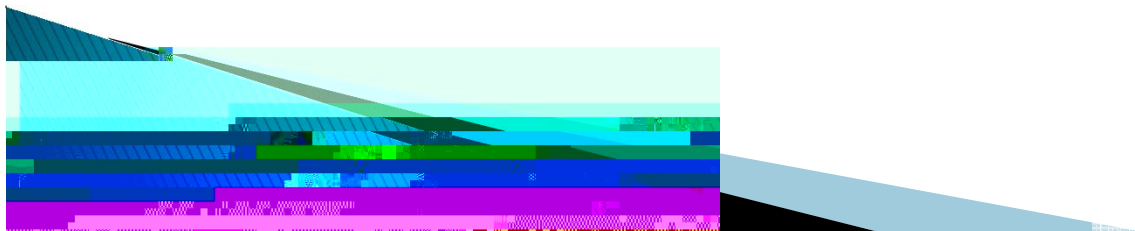
**Vendor Commodities (Step 5 of 7)**

*\* indicates a required field.*

**Commodity Codes**

Cancel Registration   Next      Previous









ems EAGLE MOUNTAIN-SAGINAW

### User Information (Step 6 of 7)

Primary User Information - User MUST be person authorized to sign bid response

Prefix: Mr. [v]

\* First Name: [REDACTED]

Middle Name: [REDACTED]

\* Last Name: DOE

Title: [REDACTED]

\* Email: johndoe@techtraining.com

Email Confirm: johndoe@techtraining.com

Phone: [REDACTED]

Country	Area Number	Ext
1	702	0000

Fax: [REDACTED]

Country	Area Number	Ext
1	702	0000

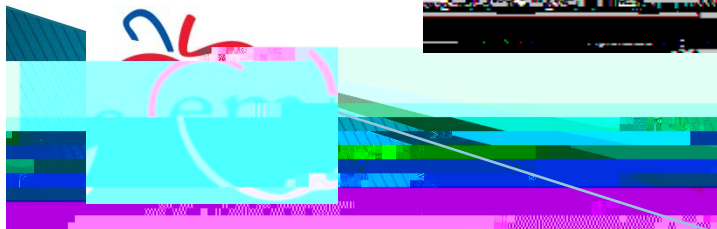
\* User Name: [REDACTED]

Password: [REDACTED]

Password Confirm: [REDACTED]

Time Zone: [REDACTED]

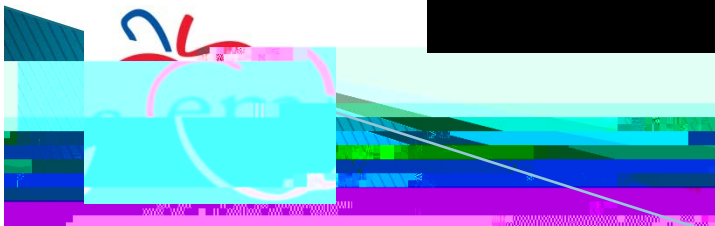
Buttons: [Cancel] [Previous] [Next] [Cancel Registration]

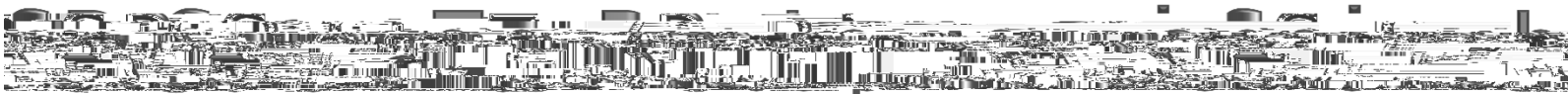




**Review and Submit (Step 7 of 7)**

<b>[Edit]</b>	<b>Company Information</b>
TEST TRAINING	Trade Name (dba)
TRAINING	Legal Name (if different)
Corporation	Organization Type
*****	Tax ID (EIN or SSN - No Hyphen)
TEXAS	State of Incorporation
	Year of Incorporation 2000
	Formation/Incorporation Data 600-456-7890
1/30/2000	Formation/Incorporation Data
www.besttraining.com	Website
123-456-789	DUNS #
<b>TRAINING FOR VENDORS</b>	Company Description
Marketing / Commissions / Public Relations	Business Type





Remittance Address <span style="float: right;">[Edit]</span>	
Contact Name	JOHN DOE
Address	1200 OLD DECATUR RD
City	FORT WORTH
State	TX
Zip	76179
Phone	
Fax	

Correspondence Address <span style="float: right;">[Edit]</span>	
Contact Name	JOHN DOE
Address	1200 OLD DECATUR RD
City	FORT WORTH
State	TX
Zip	76179
Phone	
Fax	

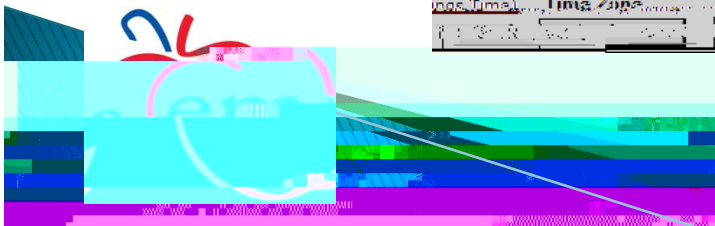
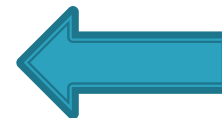
Special Classifications <span style="float: right;">[Edit]</span>	
Special Classifications	State of Texas <a href="http://www.buyboard.com">http://www.buyboard.com</a>
Special Classifications	Large Employer in the BuyBoard (TASB), http://www.buyboard.com

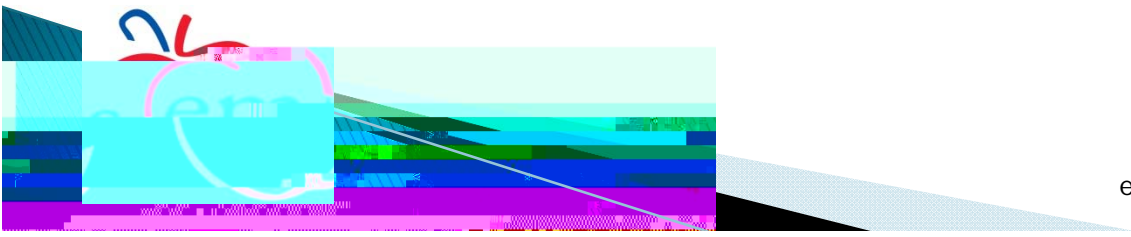
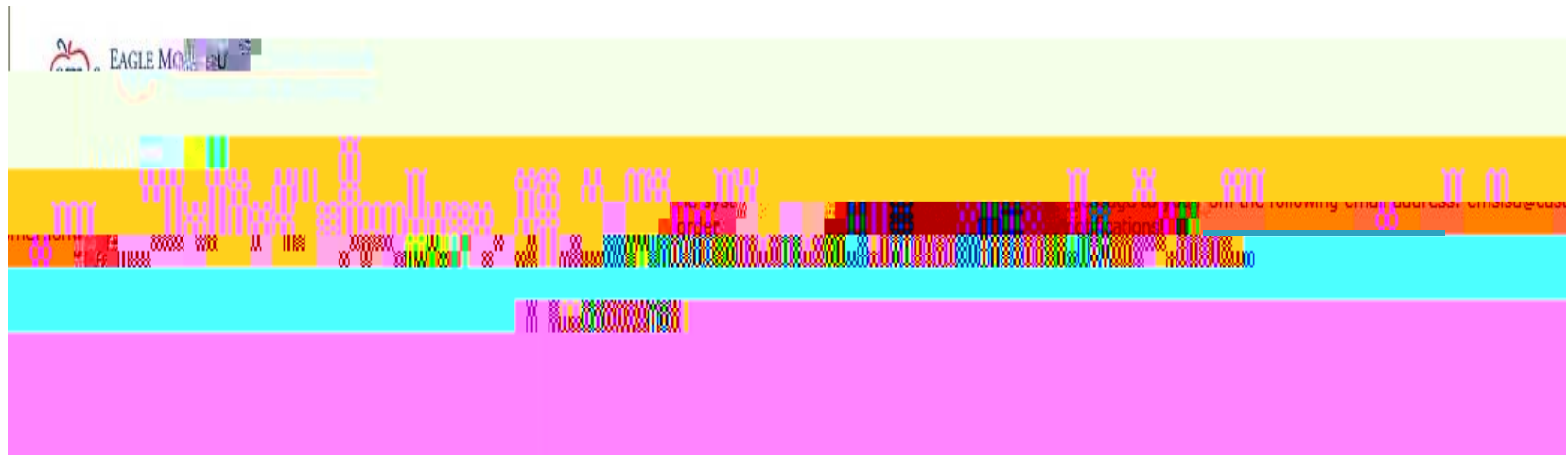
  

Commodity Codes <span style="float: right;">[Edit]</span>	
Commodities	Non-Professional) Contracted Services (Professional)

Profile <span style="float: right;">[Edit]</span>	
Prefix	Mr.
Last Name	DOE
First Name	John
Initials	
Email	john DOE@testtraining.com
Phone	1 (232) 0880
Fax	1 (232) 0880
User Name	testtraining
Password	XXXXXXXXXX
Time Zone	Central Time (Observes Daylight Saving Time)





Dear Supplier,

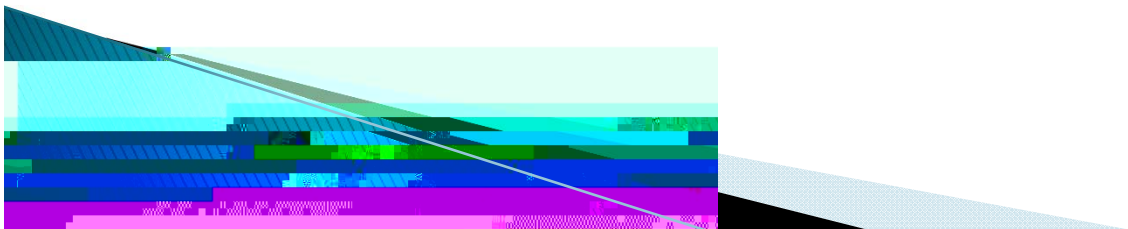
Your registration with EMS ISD eBid System has been activated.

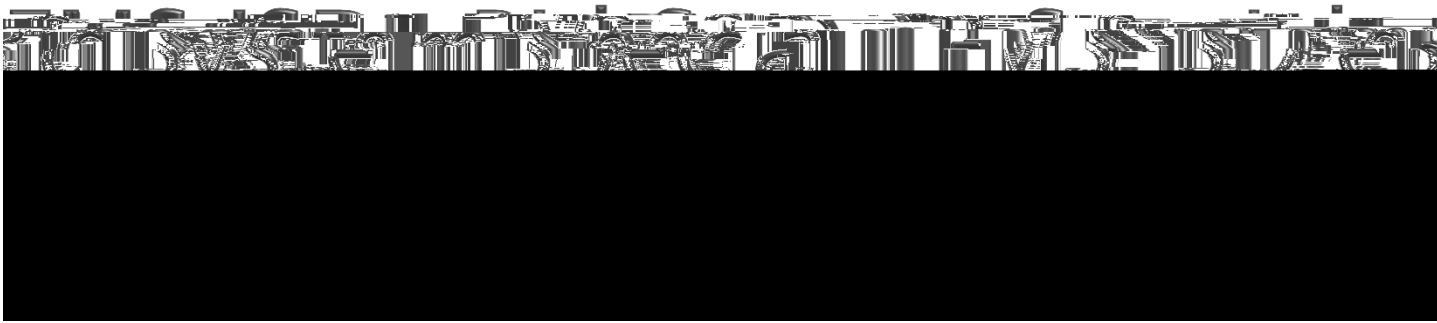
You can now use the **user name and password you specified during registration** to login to the site at: <https://emsisd.ionwave.net>

Please note that this does not indicate a commitment to purchase or imply your guaranteed participation in all bids for your registered commodities. You will receive e-mail notifications for events where you are eligible and selected to participate.

In the event you are awarded business, purchase orders will follow via paper, fax, or e-mail. Unless otherwise instructed, you must wait for a formal purchase order prior to beginning fulfillment.

It is your responsibility to maintain





Dear Supplier,

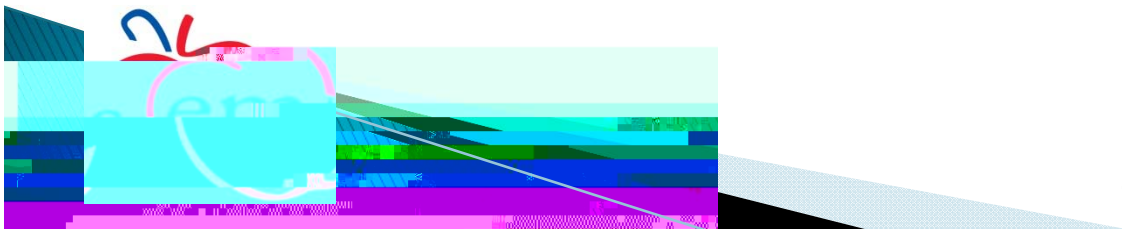
Your company has been activated for the following special classification:

Classification: BuyBoard (TASB), <https://www.buyboard.com>  
Activation Reason:

The system can be accessed at: <https://emsisd.ionwave.net>

Questions about this system can be directed to: EMS  
Purchasing, (817) 232-0880 X 2957.

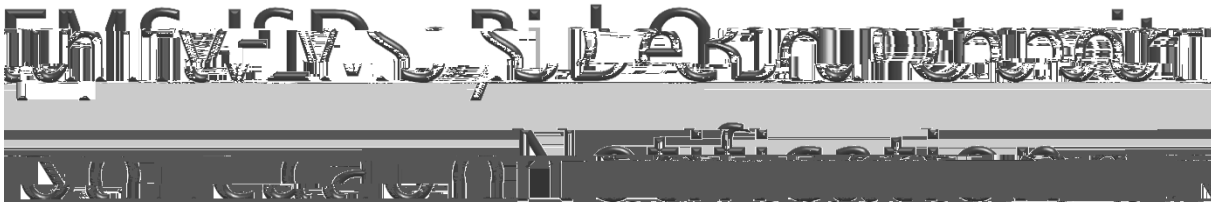
E-mail Generated: 2/4/2013 9:08:45 AM Central





SUBMIT A BID





Dear Supplier,

You have been invited to bid on the following opportunity by the buyer. To view or respond to the bid opportunity please login to the site at:

<https://emsisd.ionwave.net>

Bid Opportunity Information:

Bid Number: 0809-024-C

Bid Title: Athletic Supplies and Equipment

Bid Notes: This is a CATALOG/DISCOUNT BID.

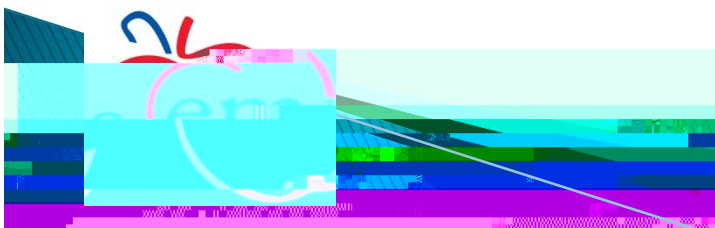
EM-S ISD urges all Vendors to respond to this Bid/Proposal, even if you are a sole source of the product.

Issue Date: 1/30/2013 9:24:40 AM Central

Close Date: 2/27/2013 2:00:00 PM Central

Questions about this system can be directed to: EMS Purchasing, [817-232-0880](tel:817-232-0880) X 2957.

E-mail Generated: 1/30/2013 9:24:41 AM Central











# eBid 3-Attributes

**-024-C Addendum 1**  
Response History Bid History  
as part of an addendum. See 'Bid History' for details.

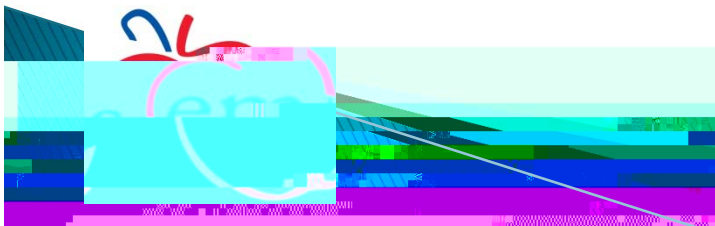
**Close Date & Time** 2/27/2013 2:00:00 PM Central  
**Time Left** 23 days 23 hours 47 minutes 13 seconds

**Response Status** NOT SUBMITTED - To complete your response, you must click 'Submit Response' in the Response Submission tab.

**Bid Attributes**

**Attribute #40:** This attribute has been changed as part of an addendum. See 'Bid History' for details.  
**Attribute #45:** This attribute has been changed as part of an addendum. See 'Bid History' for details.

Make sure to click on "Validate Attributes" to see which attributes are REQUIRED. If you do not respond to all the required attributes you will not be able to submit the bid response.

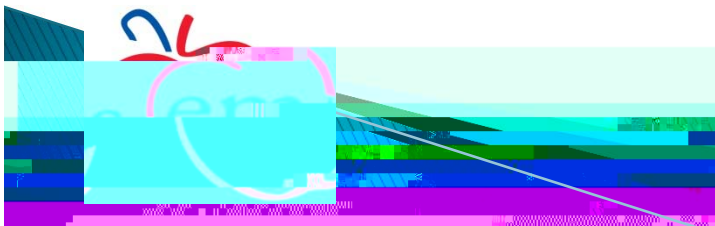


# 3-Attributes

#	Name	Note	Type	Response
1	Bid Attributes	THERE ARE 44 ATTRIBUTES (including this one) ASSOCIATED WITH	Note	N/A
2	Opening	Any questions pertaining to the bid/proposal procedures should be emailed to the Purchasing Department (lcieszak@ems-isd.net.)	Note	
3	Authorized Representative Name and Title	I, the undersigned, in submitting this Bid/Proposal and endorsement of presents that he/she is authorized to obligate his/her firm, is an equal opportunity employer and will not discriminate on the basis of race, color, religion, sex, national origin, age, or disability.	Form	
4	Authorized Representative Name and Title	Name and title of authorized official, signed this document	Form	
5	EM-S ISD STANDARD Terms and Conditions	EM-S ISD standard terms and conditions are listed in an attachment.	Form	
6	Specific Terms, Conditions, and Specifications	The specific terms, conditions, and specifications are listed in an attachment. I agree to the specific terms, conditions, and specifications of this bid/proposal. ~~~This is your electronic signature.	Form	
7	No Deviations	I certify that there are NO deviations from the attached specific terms, conditions, and specifications.	Form	



All required responses fields show a red \*. Make sure to respond to all required fields.



# eBid Training Session

Log Off | Help

INDEPENDENT SCHOOL DISTRICT

### Edit Bid Response - 0809-024-C Addendum 1

Return No Bid Documents Response History Bid History

*Information has been changed as part of an addendum. See Bid History for details.*

**Bid Number** 0809-024-C Addendum 1 (Athletic Supplies and Equipment)  
**Close Date & Time** 2/27/2013 2:00:00 PM Central  
**Time Left** 22 days 23 hours 46 minutes 35 seconds  
**Response Status** NOT SUBMITTED - To complete your response, you must click 'Submit Response' in the Response Submission tab.

Event Details Attachments Attributes Line Items Responses Attachments Responses

#### Bid Line Items

Save Go to Line No Bid Lines Validate Lines

Description	Percent Off Extended	Supplier No.
Catalog/discount for Athletic Supplies and Equipment 10 (zero) to Percent Off is interpreted as a response. This is a REQUIRED Response - if no discount offered, please enter 0.00 (above)	1 Percent Off	

1 Items 1-1 show

Catalog Bids: Make sure to enter a discount, even if it is zero.  
Line Item Bids: Make sure to enter a dollar amount or click on "No Bid" if no bidding the line item.



Log Off | Help

PACIFIC MOUNTAIN ESCORTS

Log On: 10/11/2012 10:45 AM

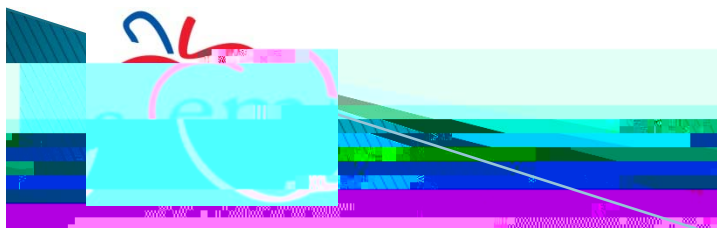
Response Status: **NOT SUBMITTED** To complete your response you must click [Submit Response] in the Response Submission Tab

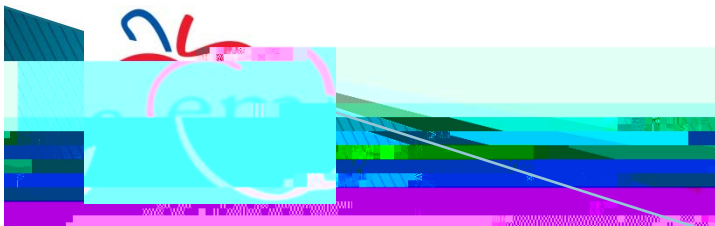
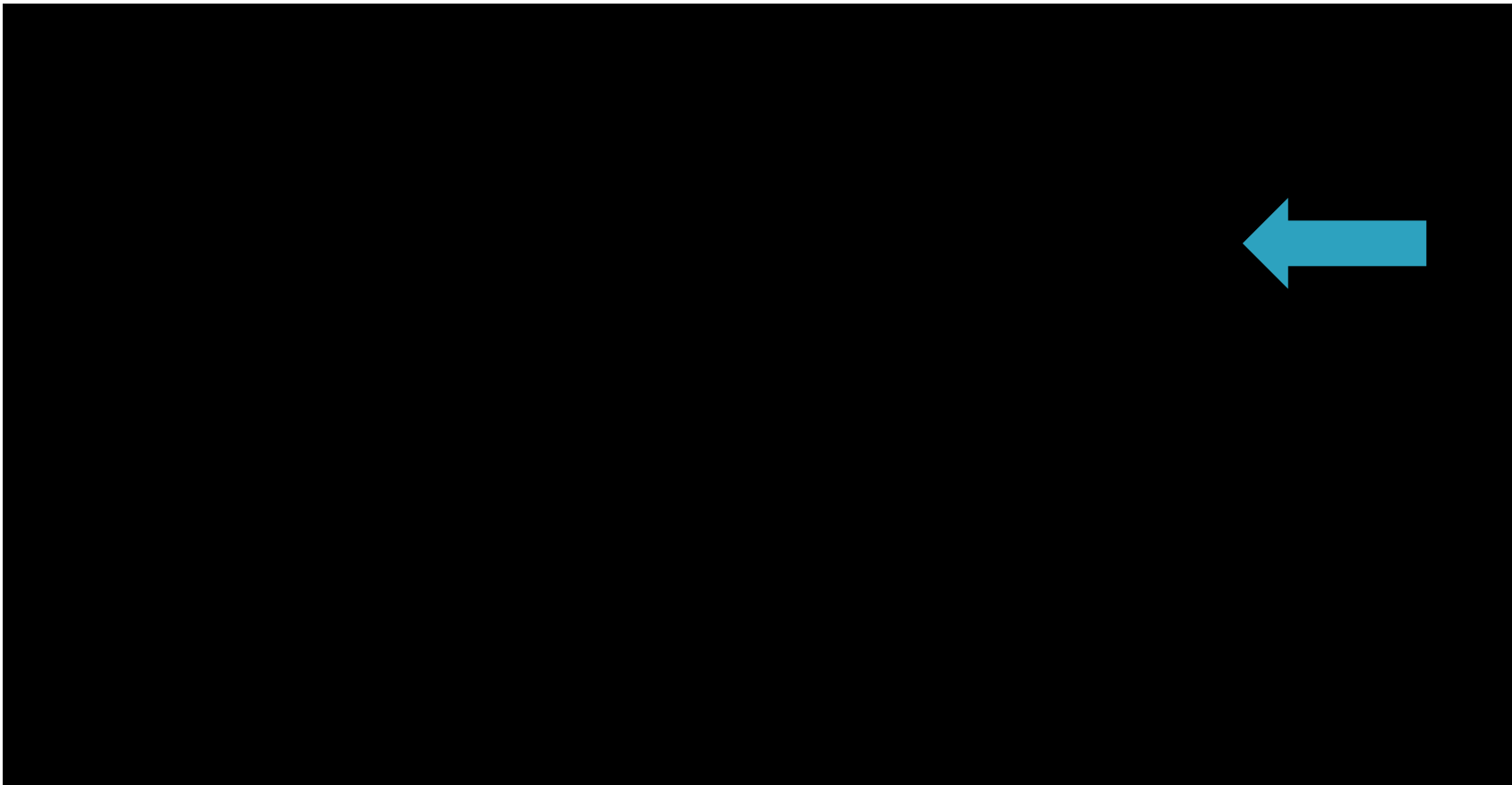
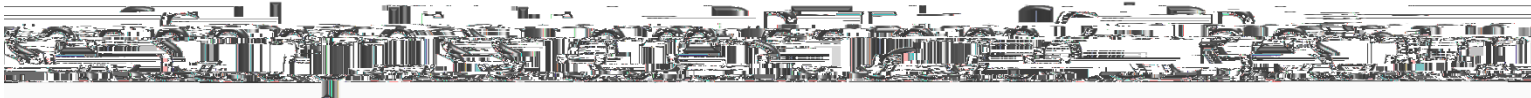
Response Details Attachments Attributes Line Items Response/Attachments Response Submission

Response Attachments

New

No Responses Attached









Return No Bid Documents Response History Bid History

Information has been changed as part of an addendum. See 'Bid History' for details.

Bid Number: 0000 034 C Addendum 1 (Athletic Supplies and Equipment)

Close Date & Time: 2/27/2018 2:00:00 PM Central

Response Submission

Event Details Attachments Attributes Line Items Response Attachments

**Supplier Response Summary**

Save

When you have completed your response, click the 'Submit Response' button below.

**Your User Profile**

Update your Information

Name	MR. OSCAR LOPEZ
Title	
Phone	1 (202) 8880
Fax	1 (202) 8880
Email	lopez@llopedesign.com

1 (202) 8880

**Your Supplier Profile**

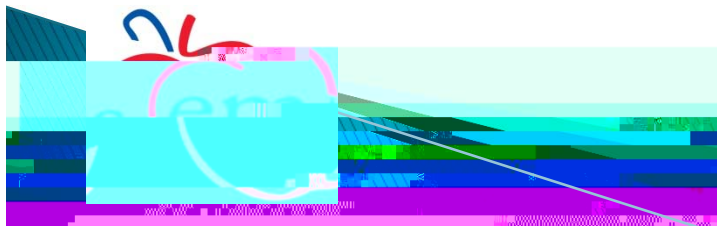
Update your Information

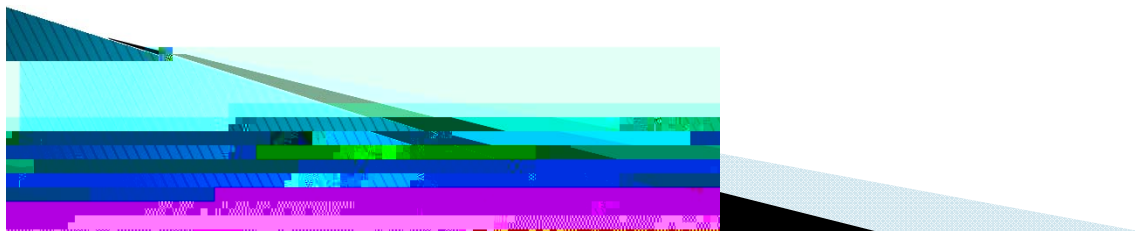
Supplier Name	DEPARTAMENTO
Address	2000 CLUB DEPORTES BLD FOUNT WORTH, TX 76039
Contact Name	OSCAR LOPEZ
Phone	1 (202) 8880

Fax  
Email  
Supplier N

Message from System: Are you sure you want to submit your response? Are you sure you want to submit your response?

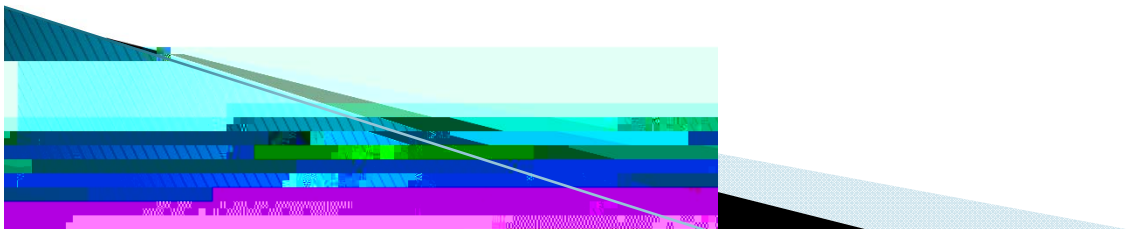
Cancel OK





Dear Supplier,

You have submitted a response fo



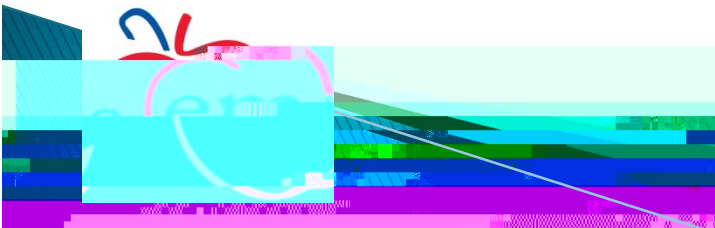


f | Help Log Of


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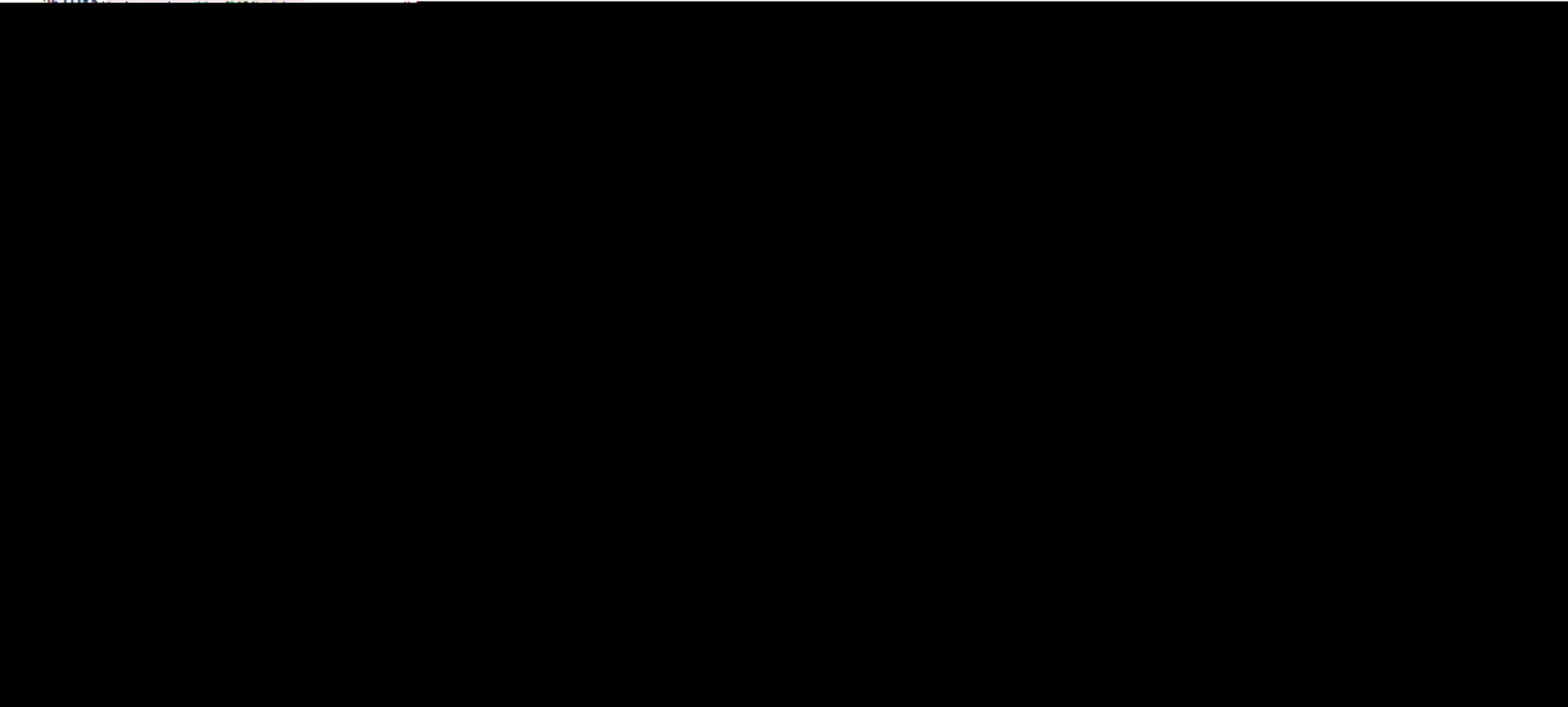
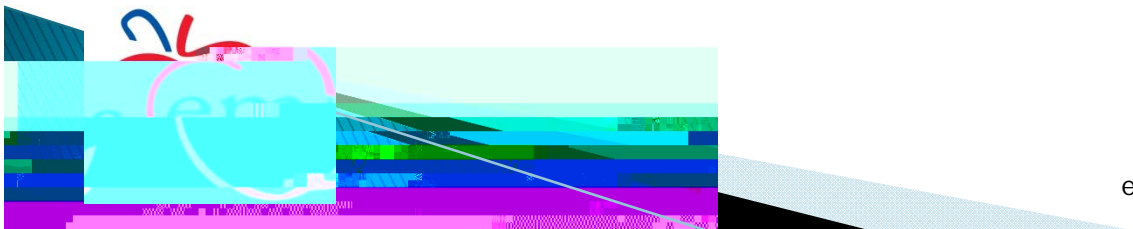
**Response Detail - TEST1**

[Return](#) [Retract](#) [Documents](#) [Response History](#) [Bid History](#)






Welcome JOHN DOE |  PACIFIC MOUNTAIN SOLUTIONS | [Log Off](#) | [Help](#)

A large black rectangular redaction box covering the majority of the page content below the header.



Welcome JOHN DOE |  | Log Off | Help

[Home](#) | [My Profile](#) | [Bid Events](#)

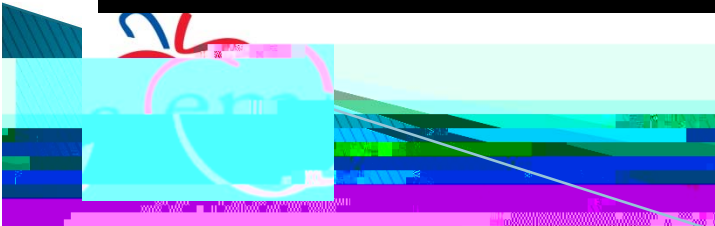
### Edit Bid Response - TEST1

*Your Response has been Retracted*

Time Left

[Response Attachments](#) | [Response Submission](#)

Bid Contact Information		Bid Information	
Workgroup	EM-S ISD	Bid Type	ITB
Contact Name	Leticia Giacchi, Director of Purchasing	Issue Date & Time	3/5/2013



Dear Supplier,

You have retracted your response

