



PURCHASING AND  
MATERIALS MANAGEMENT

(843) 918-2170  
FAX: (843) 918-2182  
[www.cityofmyrtlebeach.com](http://www.cityofmyrtlebeach.com)

**City of Myrtle Beach**  
**SOUTH CAROLINA**

**In order to process your request to be on the Bidders List for the City of Myrtle Beach, we request the following information:**

1. Company Name: \_\_\_\_\_

Officers: (Local)	_____	Manager
	_____	Assistant Manager
	_____	Sales Representative
	_____	Parts Contact

2. Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

REMIT to Address:  
(if different than  
Mailing address) \_\_\_\_\_  
\_\_\_\_\_

3. Telephone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

4. Federal Tax Number: \_\_\_\_\_

5. City of Myrtle Beach  
Business License No.: \_\_\_\_\_  
(Needed if/when your Company is awarded a Bid/RFP)

6. Payment Terms: \_\_\_\_\_

7. Warranties offered: \_\_\_\_\_

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Mailing Address: City of Myrtle Beach • PO Box 2468 • Myrtle Beach, South Carolina 29578-2468  
Office Address: City of Myrtle Beach • 3231 Mr. Joe White Avenue • Myrtle Beach, South Carolina 29577

8. Support Services available: \_\_\_\_\_  
 (Repair Service, Training) \_\_\_\_\_
9. Maintenance Agreements offered & costs: \_\_\_\_\_  
 \_\_\_\_\_
10. Please enclose any literature (if available) on the type of products and/or services your Company offers.
11. **Required for process of this application** – List three (3) references/customers for which your company has provided goods/services for within the past six (6) months. (**Not acceptable:** The City of MB, Distributors, Credit references)

**We require a Company's Name with an E-mail address or a complete mailing address with a person of contact for that reference.**

1. Company Name: \_\_\_\_\_ POC: \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_
2. Company Name: \_\_\_\_\_ POC: \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_
3. Company Name: \_\_\_\_\_ POC: \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_

**Without required information on #11, application will be discarded.**

If we are unable to obtain three (3) satisfactory references to complete your application in a timely manner or if you fail to respond to a request for more references your application will be discarded.

Any changes to your Company information, address/phone number/fax number, must be provided to the City in writing on Company Letterhead. Notification of any changes will be the responsibility of your company.

Please return this completed application to the Purchasing Office, Attn: Sandy Sanders / Office Assistant Senior.

Thank you for your interest in the City of Myrtle Beach.

**PLEASE NOTE:** City Bids/RFP's are now available on-line at [www.cityofmyrtlebeach.com](http://www.cityofmyrtlebeach.com).

- Advertising
- Aerial Lifts
- Appliance Parts
- Appliances
- Appraisers
- Architect
- Asbestos Abatement
- Asbestos Consultants
- Ash Receptacles
- Audiovisual Equipment
- Auditors
- Automobiles
- Automotive Services
- Automotive Supplies
- Auto/Equip Batteries
- Auto Windshields
- Badges
- Batteries
- Benches / Picnic Tables
- Binding
- Boat Landings / Docks
- Boilers
- Boxes
- Building Supplies
- Buildings, Modular
- Buildings, Prefabricated
- Cabinets
- Carpentry
- Carpet Cleaners
- Chemicals – Fertilizers / Pesticides
- Clearing
- Clothing, Detention
- Communications Equipment
- Community Development
- Computer Consultants
- Computer Hardware
- Computer Software
- Computer Supplies
- Computers, Police
- Concrete Contractor
- Construction Management
- Contractor, General
- Control Systems
- Copiers
- Correctional Food Service
- Correctional Laundry Supp
- Debris Removal
- Demolition
- Document Shredding Svc
- Door Repair/Replacement
- Dredging
- Education
- Educational Equipment
- Electrical Contractor
- Electrical Products / Supply
- Electrical Services
- Elevators
- Emergency Vehicles
- Engineer
- Engineer, Airport
- Engineer, Civil
- Engineer, Environmental
- Engineer, Roadway
- Engineer, Structural
- Environmental Consultants
- Erosion Control
- Excavating
- Fasteners
- Fax Machines
- Fences
- Filing Systems
- Financial Consulting
- Fire Protection
- Clothing/Turn-Out Gear
- Fire Protection Equip
- Fire Protection Services
- Flags
- Floor Coverings: Carpet, ect.
- Food Service
- Food Service Equipment
- Fuel
- Garage Doors
- Generators
- Geological Consultants
- Geotextiles
- Glass / Mirrors
- Gloves, Medical
- Gloves, Work: Leather, etc.
- Grading
- Hazardous Waste Mgmt.
- Heat & A/C (HVAC)
- Heavy Equipment,
- Rental/Sales
- Heavy Equipment, Repair
- Historical Restoration
- Institutional Furniture
- Institutional Products
- Insurance
- Interior Design
- Irrigation
- Jail Management System
- Janitorial Equip/Supplies
- Janitorial Services
- Landscaping Services
- Lead Removal
- Leasing – Equip/Heavy Equip
- Library Equipment
- Library Furnishings
- Machine Shop /Repairs
- Mapping
- Marine Supplies
- Marketing Consultants
- Masonry
- Medical Equip/Supplies
- Medical Services
- Microfilm
- Movers
- Mowers / Tractors
- Museum Supplies
- Office Furniture
- Office Machines
- Office Supplies
- Paging Systems
- Paint Supplies
- Painters
- Paving
- Pest Control/Exterminators
- Photogrammetric Mapping
- Photographic Supplies
- Photography, Aerial
- Photography Services
- Pile Driving
- Pipe
- Planning Consultants
- Plastic Cards
- Plumbing & Supplies
- Police Equipment/Supplies
- Printers
- Printing – Promo, Lg. Jobs
- Property Maintenance
- Public Utilities
- Pumps
- Radiators
- Rags, Shop
- Recreation Equip/Supplies
- Recreational Products
- Recycling Equip/Supplies
- Recycling Systems
- Recycling Trucks
- Refuse Equipment
- Road Contractors
- Roofers
- Roofing Supplies
- Safety Equipment
- Safety Shoes
- Sand, ROC, 57 Stone

- Sandblasting
- Scrap Metal
- Screen Printing/Embroidery
- Security Systems
- Security Patrol
- Shelving
- Signage
- Site Work
- Solid Waste Collection / Disposal
- Solid Waste Engineering
- Solid Waste Management
- Sound Systems
- Steel Buildings
- Steel Fabricators / Products
- Storage
- Surveillance
- Surveying
- Tanks
- Telecommunications
- Temporary Help
- Testing Services
- Tires
- Tools / Power Tools / Hardware
- Towing
- Traffic Paint
- Trailers
- Trash Bags/Liners
- Tree Planting / Removal
- Trophies, Awards, Plaques
- Truck Bodies / Equipment
- Trucks
- Underwater Construction
- Uniforms: Employee / Fire / Police
- Vehicles
- Waste Containers – Roll out
- Welders / Welding
- Well Contractor
- Window Coverings
- Windows
- Wires / Cables
- Wood Products

**Products or Services not Elsewhere Classified**

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