**Appendix B: 24-25 Submission Cover Page**

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| **IMPORTANT NOTE:** Please type information. | | | |
| Bids must be submitted as directed in the ***Bid Submission Requirements*** on or before the submission deadline specified in the solicitation. | | | |
| **PUBLISHER INFORMATION** | | | |
| **Publisher** |  | | |
| **Contact Person** |  | **Title** |  |
| **Address** |  | | |
| **Telephone Number** |  | **Fax Number** |  |
| **Email Address** |  | **Website** |  |
| **Are you currently registered as a Supplier in MAGIC?** | Yes  No | **If known, what is your supplier number?** |  |
| **Are you currently registered with PayMode?** | Yes  No | **Are you a minority owned company?** | Yes  No |
| **MS DEPT OF EDUCATION CONTACT INFORMATION** | | | |
| **Publisher** |  | **Title** |  |
| **Physical Address** |  | | |
| **Mailing Address** |  | | |
| **Telephone Number** |  | **Email Address** |  |
| By signing below, the Company Representative certifies that he/she has authority to bind the company, and further acknowledges and certifies the statements below on behalf of the company: | | | |
| * That the Publisher/Vendor will perform the services required at the prices stated in their proposal. * That the pricing submitted will remain firm for the contract term. * That, to the best of its knowledge and belief, the cost or pricing data submitted is accurate, complete, and current as of the submission date. * That the company is licensed or authorized to provide the proposed services in the State of Mississippi. * The Publisher/Vendor indicates and is in agreement with the Standard Terms and Conditions as set forth above. If the Publisher/Vendor objects to any of the Standard Terms and Conditions, the objection may be considered as an adequate cause for rejection without further negotiations. * The State of Mississippi utilizes the Mississippi Accountability System for Government Information and Collaboration (MAGIC) system to manage contracts. Additionally, electronic payments are issued through an electronic portal called [PayMode](http://www.paymode.com/mississippi). In order to do business with the State of Mississippi, all Suppliers must be registered with both systems. By submitting a bid, the Publisher/Vendor certifies it is registered with both systems and if not already registered, will do so within seven (7) business days of being notified by the MDE that it has been awarded a contract. | | | |
| *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* | | | |
| *Authorized Signature*  *Date* | | | |

**Appendix C: 24-25 Pricing Options**

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| **PUBLISHER INFORMATION:**  Please type information. Please complete Appendix C for each different rating committees. | | | | | | | |
| **Publisher** | |  | | | | | |
| **Contact Person** | |  | | **Email Address** | |  | |
| **Content Area** | |  | | **Grade Level** | |  | |
| **Instructional Category** | | Comprehensive  Complementary | | **Format** | | Print  Digital | |
| **Textbook and Instructional Materials Bid Form** | | | | | | | |
| List the title of the product, teacher edition, ancillary materials, and free materials**.** *\*Net Wholesale Price: F.O.B Regional Depository, Nashville, Tennessee* | | | | | | | |
| **Title** | **Grade Level** | | **Copyright** | | **ISBN** | | *\*Net Wholesale* |
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**Appendix D: 24-25 Free Materials**

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| **PUBLISHER INFORMATION:**  Please type information. Please complete Appendix D for each different rating committees. | | | | | |
| **Publisher** |  | | | | |
| **Contact Person** |  | | **Email Address** | |  |
| **Content Area** |  | | **Grade Level** | |  |
| **Instructional Category** | Comprehensive  Complementary | | **Format** | | Print  Digital |
| **Textbook and Instructional Materials Bid Form** | | | | | |
| Be sure to list in specific detail how the material will be given away and list the contents of all packages. **DO NOT LIST MORE THAN ONE INSTRUCTIONAL CATEGORY TO A BID PACKAGE.**  **\*BOARD Policy: Teacher editions/manuals/guides furnished free, ratio 1 per classroom teacher. Indicate YES or NO if available.** | | | | | |
| **Item** | | **ISBN** | | **Terms and Conditions of Free Materials** | |
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**Appendix E: Form B for Print Materials**

One copy of this form signed by an official of the Publishing Company submitting books for adoption must be attached to the inside front cover of at least one official sample textbook submitted, plus additional copies when requested by the adopting agency.

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| --- | --- | --- | --- | --- |
| **IMPORTANT NOTE:** Please type information. | | | | |
| **Name of Publisher** |  | | | |
| **Street Address** |  | | | |
| **Title of Textbook (Core Instructional Program)** |  | | | |
| **Grade Level** |  | **Course** | |  |
| **Copyright/Version** |  | **ISBN No.** | |  |
| **DPI Identification Number** |  | | | |
| **Class of Textbook** | A  B  C  D  E  F  AA  BB  CC | | | |
| Grades 9-12 only:  Class I  Class II | | | |
| College:  Meets MSST  Meets with Approved Deviations  Does Not Meet MSST | | | |
| **Paper** | Basic weight (lbs.) | **Printing Symbol** | |  |
| **Printing (inches)** | Margins: Back Head Front Foot | | | |
| **Binding** | Number of pages (total) Pages per signature Bulk (inches) | | | |
| Trim size: Width (inches) Height (inches) Endsheet (lbs.) | | | |
| College:  Meets MSST  Meets with Approved Deviations  Does Not Meet MSST | | | |
| Inserts: Number and Kind | | Inserts: Method of Attachment | |
| Transparent Overlays: Number and Kind | | Transparent Overlays: Method of Attachment | |
| Reinforcements:  Visible Drill Joints  Concealed Muslin Joints | | | |
| Binding Method:  Sewed  Stitched  Adhesive  Wires: Side  Saddle  Mechanical | | | |
| Lining Up: Supers: Number Headbands Tightback | | | |
| **Covers** | Cover Boards: Thickness (points) | | | |
| Cover Material: Non-Woven:  Type II  Type III | | | |
| Woven Fabric Group Designation: | | | |
| Non-consumable Soft-Cover Texts:  AA  BB  CC  Other: | | | |
| Cover Graphics:  Lithographed  Screened  Stamped  Other: | | | |
| Cover Top Coating: | | | |
| **Special Features** | The undersigned Publisher submitting the textbook stated herein certifies (on the basis of tests of materials in their original conditions and in respect to the mechanical specifications employed in manufacture) that the filed sample conforms in every respect to the Manufacturing Standards and Specifications for Textbooks in the State of MISSISSIPPI with the exception of: (explain deviations fully on separate sheet). | | | |

**And the undersigned Publisher agrees, in the event the contract for supplying the textbook listed herein is awarded to it, that:**

|  |  |
| --- | --- |
| **WARRANTY OF PUBLISHER** | |
| **Official Sample Conforms; Texts Supplied Will Conform** | The official sample confirms to or exceeds in every particular the Manufacturing Standards and Specifications for Textbooks including applicable temporary, supplemental adoptions and amendments, and that all copies subsequently furnished under such contract will be identical to or the equivalent of the official sample and will likewise conform to or exceed these same specifications. |
| **Official Sample Does Not Conform; Texts Supplied Will Conform** | Although the official sample deviates in certain particulars delineated herein from the Manufacturing Standards and Specifications for Textbooks including applicable temporary, supplemental adoptions and amendments, all copies subsequently furnished under such contract will conform to or exceed every specification. |
| **Official Sample Conforms Except for Stated Deviations; Texts Supplied Will Conform Except for Stated Deviations** | The official sample conforms to or exceeds every specification of the Manufacturing Standards and Specifications for Textbooks including applicable temporary, supplemental adoptions and amendments, except for those deviations expressly delineated herein, and all copies subsequently furnished under such contract will be identical to or the equivalent of the official sample, and will conform to or exceed every specification of the Manufacturing Standards and Specifications for Textbooks including applicable temporary, supplemental adoptions and amendments except for those expressly delineated and accepted by the adopting agency. |
| **Official Sample Does Not Conform; Texts Supplied Will Not Conform** | Neither the official sample, nor copies subsequently furnished under such contract, will conform to any particular specification of the Manufacturing Standards and Specifications for Textbooks including applicable temporary, supplemental adoptions and amendments, although all copies furnished under such contract will be identical to or the equivalent of the original sample. |

The undersigned Publisher agrees to be bound under  Clause One,  Clause Two,  Clause Three, and  Clause Four of this warranty. The Publisher shall furnish to the State for appropriate testing, when requested, samples of materials used in this publication.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Appendix F: Form M for Digital Materials**

One copy of this form signed by an official of the Publishing Company submitting electronic media for adoption must be submitted to the adopting agency.

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| --- | --- | --- | --- | --- |
| **IMPORTANT NOTE:** Please print or type information. | | | | |
| **Name of Publisher** |  | | | |
| **Street Address** |  | | | |
| **Title of Textbook (Core Instructional Program)** |  | | | |
| **Title of Electronic-based Program (if different from textbook)** |  | | | |
| **Electronic Medium** |  | | | |
| **Copyright/Version** |  | **ISBN No.** | |  |
| **INDUSTRY STANDARDS** | | | | |
| **Audio Compact Disc** | ANSI Standard (Red Book) | | [info@ansi.org](mailto:info@ansi.org) | |
| **CD-ROM** | ANSI Standard (Yellow Book) | | [info@ansi.org](mailto:info@ansi.org) | |
| **DVD** | DVD Forum Standard | | [www.dvdforum.org/forum.shtml](http://www.dvdforum.org/forum.shtml) | |
| **DVD-ROM** | DVD Forum Standard | | [www.dvdforum.org/forum.shtml](http://www.dvdforum.org/forum.shtml) | |
| **Online** | W3C Recommendations | | <https://www.w3.org> | |
| **Deviations** | The publisher submitting the electronic medium stated herein certifies (on the basis of tests of materials in their original conditions and in respect to the mechanical specifications employed in manufacture) that the filed sample conforms in every respect to the industry standard for that medium with the exception of: (explain deviations fully on a separate sheet). | | | |

**And the undersigned Publisher agrees, in the event the contract for supplying the textbook listed herein is awarded to it, that:**

|  |  |
| --- | --- |
| **WARRANTY OF PUBLISHER** | |
| **Official Sample Conforms; Texts Supplied Will Conform** | The official sample conforms to or exceeds in every particular the industry standard for the medium, and that all copies subsequently furnished under such contract will be identical to or the equivalent of the official sample and will likewise conform to or exceed these same specifications. |
| **Official Sample Does Not Conform; Texts Supplied Will Conform** | Although the official sample deviates in certain particulars delineated herein from the industry standard for the medium, all copies subsequently furnished under such contract will conform to or exceed every specification. |
| **Official Sample Conforms Except for Stated Deviations; Texts Supplied Will Conform Except for Stated Deviations** | The official sample conforms to or exceeds every specification of the industry standard for the medium, except for those deviations expressly delineated herein, and all copies subsequently furnished under such contract will be identical to or the equivalent of the official sample and will conform to or exceed every specification of the Manufacturing Standards and Specifications for Textbooks including applicable temporary, supplemental adoptions and amendments, except for those expressly delineated and accepted by the adopting agency. |
| **Official Sample Does Not Conform; Texts Supplied Will Not Conform** | Neither the official sample, nor copies subsequently furnished under such contract, will conform to any particular specification of the industry standard for the medium, although all copies furnished under such contract will be identical to or the equivalent of the original sample. |

The undersigned Publisher agrees to be bound under  Clause One,  Clause Two,  Clause Three, and  Clause Four of this warranty. The Publisher shall furnish to the State for appropriate testing, when requested, samples of materials used in this publication.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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