

## **Reverse Auction Information: Classroom Lecture Recording Equipment**

East Mississippi Community College Board of Trustees is receiving un-priced solicitations for the following: **Classroom Lecture Recording Equipment**

Solicitations will be received until 10:00 a.m. on Monday, July 6, 2020, at the Administration Office, Student Union Building, P.O. Box 100, Mayhew, MS 39753 (Attn: Dana Mordecai) or by electronic submission at [www.centralauctionhouse.com](http://www.centralauctionhouse.com). Submissions will be evaluated, and vendors submitting acceptable proposals will be invited to participate in the Electronic Reverse Auction to be held on Tuesday, July 7, 2020, at [www.centralauctionhouse.com](http://www.centralauctionhouse.com).

Information about the specific items in the reverse auction may be obtained by contacting Mike Tvarunas at (662) 476-5059 or [mtvar@eastms.edu](mailto:mtvar@eastms.edu). This information will also be made available online by visiting our website at <http://www.eastms.edu/bids> or [www.centralbidding.com](http://www.centralbidding.com).

For questions relating to the reverse auction process, please contact Central Bidding at 225-810-4814.

### **General Info Regarding Items to Be Bid:**

<b>Auction Number</b>	<b>Item to Be Bid</b>	<b>Please mark X to indicate intention to bid</b>	<b>Time of Reverse Auction</b>
1	Classroom Lecture Recording Equipment as specified in the items list		10:00 a.m. – 10:10 a.m.

**Please complete & return by deadline in advertisement to location you will be bidding (You may also complete and include the vendor registration form provided by Central Bidding if you choose)**

Company Name: \_\_\_\_\_ Representative Name: \_\_\_\_\_

Address: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

The real-time bidding interface will appear below at the start date and time set by the owner. When entering a bid amount, you may ONLY enter numbers and one decimal point. DO NOT enter a dollar sign or comma with your bid amount.

Vendors accepted and invited to participate in the Reverse Auction will be notified prior to the auction date either by phone or email.

This solicitation is for one (1) auction. Bid shall be a total lump sum price for all items in the auction. Vendors must be able to provide all items in the auction. Bid pricing shall be good for 30 days past end of bid. Prices should include delivery.

The East Mississippi Community College Board of Trustees reserves the right to reject any or all bids and to negotiate with the lowest/best bidder. EMCC reserves the right to award the bid as a whole or by individual line item.

East Mississippi Community College is committed to assuring that the College and its programs are free from discrimination and harassment based upon race, color, ethnicity, sex, pregnancy, religion, national origin, disability, age, sexual orientation, gender identity, genetic information, status as a U.S. veteran, or any other status protected by state or federal law. The following office have been designated to handle inquiries regarding the non-discrimination policies: Office of the Director of Human Resources, 1512 Kemper Street, Scooba, Mississippi 39358, 662.476.5274.