

End of simulation.

Display RFX Response 6000000038

RFX Response Number 6000000038
Target Value 0.00 USD

RFX Number 3160000291
RFX Response Version Number Active Version

Status Submitted
RFX Version Number 1

Submission Deadline 12/31/2014 13:30:00 CST

Opening Date 01/10/2015 00:00:00 CST

Remaining Time

☒ RFX response 6000000038 submitted

Edit
Close
Print Preview
Refresh
Withdraw
Export
Questions and Answers (0)

RFX Information
Items
Notes and Attachments
Conditions
Summary
Tracking

Item Overview

Details
Add New
Copy
Paste
Delete
Calculate Value

Line Number	Description	Variant	Item Type	Product ID	Product Category	Product Category Description	Required Quantity	Submitted Quantity	Unit	Price	Currency	Price Per	Total Value
1	abrasive		Material			Abrasives Clothfiber	2	2	EA	2,500.00	USD	1	5,000.00

Details for item abrasive

Item Data
Questions
Notes and Attachments
Payment
Conditions
Table Extensions
Delivery
Subcontracting

Notes

29. End of simulation.

Result

You have successfully submitted an RFX response to the State of Mississippi.

Section IV

Special Instructions

The following section provides a DFA MAGIC Reverse Auction Bidder's Training Guide. It includes detailed instructions on how to access the reverse auction event, including how to gain access to the system utilized and what technical requirements may be involved. However, no supplier may be prohibited from participating in person by paper through surrogate bidding.

MAGIC Reverse Auction Bidders Training Guide



The MAGIC Reverse Auction Bidders Training Guide provides instructions for vendors to participate in Reverse Auctions. Vendors have the ability to submit bids electronically and view real time bid ranking. The identity of participating bidders will not be displayed to other bidders throughout the online auction process. However, bidders will be able to see the current best bid.

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Pausing and/or Resuming an Auction

MAGIC Reverse Auction Bidders Guide






Technical Requirements

Bidders are responsible for ensuring technical requirements are

met. Acceptable Internet Browser(s)


-  Microsoft Internet Explorer (IE) version 11
-  Google Chrome versions 49 and above (will need to download and install a Chrome Extension called "IE Tab Extension")

Unsupported Internet Browser(s)

-  Microsoft Internet Explorer (IE) version 10 or below
-  Microsoft Edge
-  Google Chrome
-  Safari
-  Firefox

Note: Pop-up blocker must be turned off.

Java


-  Reverse Auction requires Java version 6.30 or higher. Java can be downloaded from following Web site.
<https://www.java.com/en/download/>



Login Procedure

Vendors must be registered in MAGIC in order to receive a User ID and password to log in. Vendors who are new to MAGIC may visit the Vendor Information page on DFA's Web Site, or register online, Vendor Registration.

To Log into MAGIC, open the following URL: <https://portal.magic.ms.gov/irj/portal>. Enter User ID and Password. The password is case sensitive.



Having password problems? Please click on this [link](#) for help...

User *

Password *

MAGIC is the Mississippi Accountability System for Government Information and Collaboration.

If you need access or additional information please go to the below website.
<http://www.dfa.ms.gov/dfa-offices/mmrs>

MAGIC Reverse Auction Bidders Guide

View Available Reverse Auctions

Search for Auction(s)

Listed below are the steps to search for a bid response.

- 1.) **Bidders must first respond to the RFx (RFQF) to be able to participate in the Reverse Auction.** Instructions for creating a response to an RFx are available here, [RFx Response -Supplier Self Service](#).
 - The RFx (RFQF)– Bid Specifications will provide details for qualifying criteria. Only bidders qualified through the RFx (RFOF) will be invited to participate in Reverse Auctions.
- 2.) To search for auctions, click on the **Suppliers Self-Service** tab.
- 3.) Select **RFx and Auctions** in the navigation menu on the left of the screen.
- 4.) Select the **Published** link on the eAuctions line of the Active Queries section.

Note: If the search fields are not visible, click the button to expand the search criteria.



Navigation bar: Back Forward History View Help

Home Procurement **Suppliers Self-Service**

Supplier Self-Service Work Center Administration

Suppliers Self-Service > Supplier Self-Service Work Center > RFx and Auctions

Work Center Overview
Supplier Self-Service Work Ce...
RFx and Auctions
Purchase Orders

Active Queries

eRFxs	All (0)	Published (0)	Ended (0)	Completed (0)
eAuctions	All (1)	Published (1)	Ended (4)	Completed (0)

eAuctions - Published

Show Quick Criteria Maintenance

View: [Standard View] | Display Event | Display Bid | Print Pre

Event Number	Event Description
--------------	-------------------

MAGIC Reverse Auction Bidders Guide

- 5.) Enter the search criteria. To find all available bid opportunities, skip to step (f).
 - a) Select **All** or **Published** to search for available Events (eAuctions).
 - b) Enter the appropriate *Quick Criteria Maintenance* fields: **Event Number** (Auction number) or complete any optional relevant search criteria.
 - c) Click on **Apply** to view all Auctions based on your search criteria.
 - d) To generate an updated search using the same selection criteria, click **Refresh** or skip to step (7).
- 6.) Click **Apply** to find available bid opportunities.
- 7.) In the results list, click on the **Event Number** to open the Auction details in a separate window. (Pop-up blocker must be turned off.)



MAGIC Mississippi Accountability System for Government Information and Collaboration

Log | Welcome: VND9050881

Back Forward History Favorites View Help

Home Employee Self-Service Suppliers Self-Service General Applications System Administration Content Management User Administration

Supplier Self-Service Work Center Administration

Suppliers Self-Service > Supplier Self-Service Work Center > RFX and Auctions

Full Screen

Work Center Overview
Supplier Self-Service Work Co...
RFX and Auctions
Purchase Orders

Active Queries

eRFxs All (0) Published (10) Ended (0) Completed (0)
eAuctions All (1) Published (1) Ended (0) Completed (0)

eAuctions - All

Hide Quick Criteria Maintenance Change Query Define New Query Personalize

Event Number: 3300000092 To
Event Status: To
Creation Date: To
Deadline Date Flag: To
Status: To
My RFX Responses From: To
Smart Number: To

Apply Clear

View: [Standard View] Display Event Display Bid Print Preview Refresh Export

Event Number	Event Description	Event Type	Event Status	Start Date	End Date	Bid Number	Bid Status
33000000092	1130-18-R-RAEX-00002	English Auction	Active	10/20/2017	10/27/2017		No Bid Created

MAGIC Reverse Auction Bidders Guide

Display Auction Details

Listed below are the steps view the auction details and information regarding the auction.

- 1.) The Auction Details screen will be displayed. It is important to review the details prior to the Auction begin time. Bidding will not be available prior to the Auction Start Date / Time.

The table below list the fields and a brief description of the information available on the Auction Parameters sub-tab of the Auction Information tab.



Display Auction: 3300000092

[Print Preview](#) | [Close](#) | [Live Auction](#)

3 Days 11:41:05
 Remaining Time

Number 3300000092 **Name** 1130-18-R-RAEX-00002 **Owner** First Last **Status** Active **Currency** USD
Start Date 20.10.2017 13:58:45 CST **End Date** 27.10.2017 01:00:00 CST

Auction Information **Items** **Notes and Attachments**

Auction Parameters **Notes and Attachments**

Identification
Name: 1130-18-R-RAEX-00002
Type: English Auction
Product Category:
Currency: USD

Dates
Start Date: 10/20/2017 01:58:45 pm
End Date: 10/27/2017 01:00:00 am
Time Zone: CST

Event Parameters
Bid Decrement: Absolute
Bid Validation: New bid must beat overall best bid
Follow On Document: Contract
Sequential Line Items: ☐
Sequential Initial Duration: 0
Sequential End-Time Gap: 0
Automatic Extensions:
Remaining Time Trigger: 0
Extension Period: 0
Number of Extensions: 0
Status and Statistics
Creation Date: 10/03/2017 04:27:46 pm
Created By: SRMBUYER04

Section	Field Name	Description
Identification	Name	Smart Number with details related to the RFx
	Type	English Auction is the standard for State of Mississippi
	Product Category	The 5 digit NIGP code (optional)
	Currency	US Dollar (USD)
Dates	Start Date	Begin Date and Time for the Live Auction
	End Date	Date and Time of Live Auction completion
	Time Zone	Central Standard Time (CST)
Event Parameters	Bid Decrement	The amount/percentage by which the next bid must decrease relevant to the current lowest bid.
	Bid Validation	Logic used to determine if the bid is valid.
	Follow On Document	Contract or Purchase Order
	Sequential Line Items	Enables sequential line item functionality to stagger end times.
	Sequential Initial Duration	The amount of time in between each line item end time.
	Sequential End-Time Gap	The time between item end times.
Automatic	Remaining Time Trigger	The time period before the end of the auction where an

MAGIC Reverse Auction Bidders Guide

Extensions		extension can be triggered due to bid activity.
	Extension Period	Number of minutes, for which the auction will be extended if a bidder submits an offer within the Remaining Time Trigger period.
	Number of Extensions	The number of times an auction can be extended by bid activity within the Remaining Time Trigger.
Status and Statistics	Creation Date	The date and time the auction was created.
	Created By	The UserID of the Agency Buyer who created the auction.

Display Line Items

Listed below is information regarding the line items associated with the auction.

1.) Click the **Items** tab to view the line items.

Display Auction: 3300000092

Print Preview | Close | Live Auction

3 Days 11:41:05 Remaining Time | Number 3300000092 | Name 1130-18-R-RAEX-00002 | Owner First Last | Status Active | Currency USD

Start Date 20.10.2017 13:58:45 CST | End Date 27.10.2017 01:00:00 CST

Auction Information | **Items** | Notes and Attachments

▼ Item Overview

Details | Copy | Paste | Expand All | Collapse All | Filter Settings

Line Number	Item Type	Product ID	Description	Lot	Quantity	Unit	Start Price	Bid Decrement Amount	Delivery Date	Notes	Attachments
1	Material		TEST 01		1,000	AU	10,000.00	10,00		0 / 0	0 / 0
2	Material		TEST 02		1,000	AU	10,000.00	10,00		0 / 0	0 / 0
3	Material		TEST 03		1,000	EA	10,000.00	10,00		0 / 0	0 / 0
4	Material		TEST 04		1,000	EA	10,000.00	10,00		0 / 0	0 / 0

If the items are in **Lots**, the main items will be listed with individual lot items below.

Number 3300000105 | Name 1130-18-R-19-00002 | Type English Auction | Status Saved | Number of Bidders 11

Auction Information | Bidders | **Items** | Notes and Attachments | Bidder View | Tracking

▼ Item Overview

Details | Add Item | Copy | Paste | Duplicate | Delete

Line Number	Item Type	Product ID	Description	Lot	Product Category	Quantity	Unit	Start Price	Reference Price	Reserve Price	Price Unit	Bid Decrement
1			ARTICHS	✓				0.00		0.00	0.00	
1.1	Material		Big		10004		300 EA			0.00		1
1.2	Material		Small		10004		800 EA			0.00		1
1.3	Material		Medium		10004		300 EA			0.00		1
2			UNIFORM	✓				0.00		0.00	0.00	
2.1	Material		Big		10004		300 EA			0.00		1
2.2	Material		Small		10004		800 EA			0.00		1
2.3	Material		Medium		10004		300 EA			0.00		1
3			KNITS	✓				0.00		0.00	0.00	
3.1	Material		Top Folds		10004		1,000 EA			0.00		1
3.2	Material		Gate Folds		10004		5,000 EA			0.00		1
3.3	Material		Top Fold		10004		10,000 EA			0.00		1

2.) To view additional details for a line item, select the desired line and click the **Details** button.



MAGIC Reverse Auction Bidders Guide

Display Auction: 3300000092

Print Preview | Close | Live Auction

3 Days 11:41:05
Remaining Time

Number 3300000092 Name 1130-18-R-RAEX-00002 Owner First Last
Start Date 20.10.2017 13:58:45 CST End Date 27.10.2017 01:00:00 CST

Status Active Currency USD

Auction Information

Items

Notes and Attachments

Item Overview

Details

Copy Paste

Expand All Collapse All Filter Settings

Line Number	Item Type	Product ID	Description	Lot	Quantity	Unit	Start Price	Bid Decrement Amount	Delivery Date	Notes	Attachments
1	Material		TEST 01		1,000	AU	10,000.00	10,00		0 / 0	0 / 0
2	Material		TEST 02		1,000	AU	10,000.00	10,00		0 / 0	0 / 0
3	Material		TEST 03		1,000	EA	10,000.00	10,00		0 / 0	0 / 0
4	Material		TEST 04		1,000	EA	10,000.00	10,00		0 / 0	0 / 0

3.) The details for the line item will be displayed.

Item 1 : TEST 01

Item Data

Notes and Attachments

Identification
Item Type: Material
Product ID:
Description: TEST 01
Product Category: 86300

Currency, Values and Pricing
Quantity / Unit: 1,000 AU
Price Per Unit: 1 Activity unit
Start Price: 10,000.00 USD
Ceiling Price: 0.00 USD
Bid Decrement Percent: 0.00

The table below list the fields and a brief description of the information available for each line item

Section	Field Name	Description
Identification	Item Name	Type of item (Material)
	Product ID	11 digit material number
	Description	Detailed description of the item
	Product Category	The 5 digit NIGP code
Currency, Values, and Pricing	Quantity /Unit	The number of items / the Unit of Measure (i.e. EA for each)
	Price Per Unit	The individual price based on the Unit of Measure indicated.
	Start Price	Starting bid price of the item (Bids higher than the start price will not be accepted.)
	Ceiling Price	Ceiling Price is not used.
	Bid Decrement Percent	Bid decrement amount if percentage option is selected.
	Bid Decrement	Bid decrement amount if dollar amount option is selected.



MAGIC Reverse Auction Bidders Guide

Display Notes and Attachments

Click the **Notes and Attachments** tab to view supporting documents and/or notes associated with the auction.

Display Auction: 3300000092

Print Preview | | Close | Live Auction

3 Days 11:31:45 Remaining Time | Number 3300000092 | Name 1130-18-RAEX-00002 | Owner First Last | Status Active | Currency USD
 Start Date 20.10.2017 13:58:45 CST | End Date 27.10.2017 01:00:00 CST

Auction Information | Items | **Notes and Attachments**

▼ Notes

Add | Clear

Assigned To	Category	Text Preview

▼ Attachments

Add Attachment | Edit Description | Versioning | Delete | Create Qualification Profile

Assigned To	Category	Description	File Name	Version	Processor	Checked Out	Type	Size (KB)	Changed by
Document Header	Standard Attachment	test	3160000714.MHTML	1		<input type="checkbox"/>	MHTML	55	SRMBUYER04

Participating in a Live Auction

After completing the steps above to find a desired auction, the steps below can be used to participate in the Live Auction process.

- 1.) With the Auction displayed, click the **Live Auction** button.

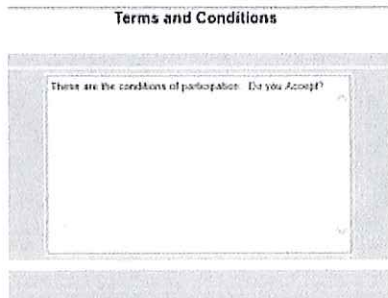
Display Auction: 3300000092

Print Preview | | Close | **Live Auction**

3 Days 11:25:52 Remaining Time | Number 3300000092 | Name 1130-18-RAEX-00002 | Owner First Last | Status Active | Currency USD
 Start Date 20.10.2017 13:58:45 CST | End Date 27.10.2017 01:00:00 CST

Auction Information | Items | Notes and Attachments

- 2.) A pop-up window will appear containing Terms and Conditions to participate in the Live Auction. Review all terms and conditions. If you agree, click **Accept**. If you click **Decline** you will not be allowed to participate in the Live Auction.



If the agency did not establish Terms and Conditions this screen will not be displayed.



MAGIC Reverse Auction Bidders Guide

3.) If any pop-ups appear asking for a confirmation to run the JAVA application, click **Run**.



4.) The Live Auction bidding screen will be displayed. If you receive any error messages, please ask your company's system administrator to verify your computer's technical requirements.

Live Auction Cockpit

The Live Auction Cockpit will be displayed when the JAVA application has run.

Listed below is information regarding key items for the Live Auction Cockpit. The steps for submitting a response are located on the next page.

Live Auction Cockpit

Name: 1130-18-R-RFQI-00030

Number: 3300000163

Currency: USD

Rule Profile: Reverse auction with broken lot, full quantity, anonymous bidding

Description:

Requester: 1130_SRMBS1





Start Date: 08/23/2017 10:38:30 AM CDT

End Date: 08/23/2017 10:50:00 AM CDT

Time Remaining: 00:08:06 (Active)

Item	Description	Quantity	Unit	Price Unit	Start Price	Decrement	Rank	My Bid	My Bid Value	Best Bid	Next Valid Bid	Bid Price
1	Pencils	100	each	1	19.00	-	-	-	-	10.00	10.00	
2	Pens	200	Case	1	20.00	-	-	-	-	11.00	11.00	
3	Folders	300	Pail	1	29.00	-	-	-	-	22.00	22.00	
4	Books	400	Drum	1	34.00	-	-	-	-	28.00	28.00	

Total Value of M

	Details	Item	1
	History	Description	Pencils
	Charts	Quantity	100
	Calculation	Unit	each
		Price Unit	1
		Currency	USD
		Start Price	19.00
		Decrement	0.00
		Revision Level	
		Supplier Text	

MAGIC Reverse Auction Bidders Guide

Field Name	Description
Start Date	Date and Time the Live Auction starts
End Date	Date and Time the Live Auction ends
Time Remaining	The time remaining for the Live Auction
Description	Line item description
Quantity	Line item quantity
Unit	Line item unit
Price Unit	Line item price per unit
Start Price	The initial price for the line item.
Best Bid	The lowest bid that has been submitted, to date, for that line item. This field will be blank until the first bid has been submitted.
Next Valid Bid	The next price that is allowed to be bid for that line item. It is determined by subtracting the decrement amount from the best bid amount.
Bid Price	Your bid for the item. Your bid should be equal or less than the next valid bid field. For instructions on how to enter your bid price, see the next page.

Submitting a Bid Response

The steps below must be completed for each separate line item you wish to bid on.

1. Click desired line item.
2. Enter the price in the **Bid Price** field(s) for the items you wish to bid on.



Live Auction Cockpit

Name: 1130-18-R-RFQF-00025
Number: 3300000120
Rule Profile: Reverse auction with broken lot, full quantity, anonymous bidding
Description:

Requester: 1130_SRMBS01
Start Date: 10/16/2017 10:06:00 AM CDT
End Date: 10/19/2017 9:59:00 AM CDT
Time Remaining: 00:00:00 (Ended)

Item	Description	Quantity	Unit	Price Unit	Start Price	Decrement	Rank	My Bid	My Bid Value	Best Bid	Next Valid Bid	Bid Price
1	Test Material 01	10	each	1	1,000.00	10.00	1	660.00	6,600.00	660.00	650.00	
2	Test Material 02	12	each	1	1,000.00	10.00	1	660.00	7,920.00	660.00	650.00	
3	Test Material 03	15	each	1	1,500.00	10.00	1	870.00	13,050.00	870.00	860.00	
4	Test Material 04	20	each	1	2,000.00	10.00	1	872.00	17,440.00	872.00	862.00	

Total Value of My Bids 45,010.00
Total Bid Value:

MAGIC Reverse Auction Bidders Guide

3. Click the **Submit** button. The submit button may be submitted after each line item price is entered or after you enter the price for all line items you wish to bid on.

Live Auction Cockpit

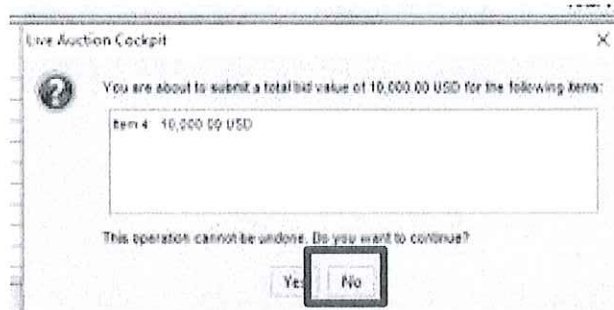
Name: 1130-18-R-RFQF-00025
Number: 3300000120
Rule Profile: Reverse auction with broken lot, full quantity, anonymous bidding
Description:

Requester: 1130_SRMBS01
Start Date: 10/16/2017 10:06:00 AM CDT
End Date: 10/19/2017 9:59:00 AM CDT
Time Remaining: 00:00:00 (Ended)

Item	Description	Quantity	Unit	Price Unit	Start Price	Decrement	Rank	My Bid	My Bid Value	Best Bid	Next Valid Bid	Bid Price
1	Test Material 01	10	each	1	1,000.00	10.00	1	660.00	6,600.00	660.00	650.00	
2	Test Material 02	12	each	1	1,000.00	10.00	1	660.00	7,920.00	660.00	650.00	
3	Test Material 03	15	each	1	1,500.00	10.00	1	870.00	13,050.00	870.00	860.00	
4	Test Material 04	20	each	1	2,000.00	10.00	1	872.00	17,440.00	872.00	862.00	

Total Value of My Bids 45,010.00
Total Bid Value:

4. A confirmation pop-up window will be displayed. The bid value (by line item) will be display the total of the Unit Price times the Quantity for that item. If the bid amount(s) are correct, click **Yes**. If the bid amount(s) are incorrect, click **No** and repeat the steps above to enter the correct bid amounts.



- 5.) A confirmation of a successful bid submission will be displayed in the Chat Window.
Note: Erroneous bids may be deleted by the agency during the live auction.

Chat and System Messages

06/07/2017 10:27:40 AM CDT [System]: Your bid for line item 1 has been successfully submitted
06/07/2017 10:27:40 AM CDT [System]: Your bid for line item 2 has been successfully submitted
06/07/2017 10:27:40 AM CDT [System]: Your bid for line item 3 has been successfully submitted

- 6.) Repeat steps 1 – 5 for each desired line item.





MAGIC Reverse Auction Bidders Guide

Chat and System Messages

The Chat and System Messages area is used for viewing chat messages from an agency buyer and information messages automatically generated by MAGIC.

Below are helpful hints in using the chat feature:

A bidder CAN:	Send a message to an agency buyer.
	Type the message in the message box and click Send .
	See broadcast messages from the agency buyer to ALL bidders.
A bidder CANNOT:	See messages regarding the status of the auction (e.g. paused, resumed, or extended)
	Send a message to other bidders of the auction.
	See messages sent to an agency by other bidders.
	See messages sent to other bidders from the agency buyer.

Chat and System Messages

Participating Bidders 5

Purchaser Status Offline

☒ Display Time Stamp

All Messages ▾

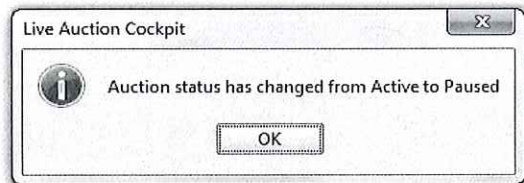
Please send me.....

Send

MAGIC Reverse Auction Bidders Guide

Pausing and/or Resuming an Auction

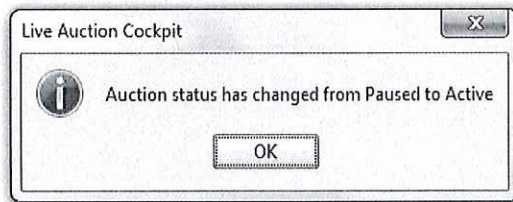
If necessary, the agency buyer can pause the Live Auction bidding. In such cases, the auction status will be changed from "Active" to "Paused". A system alert will appear on the screen.



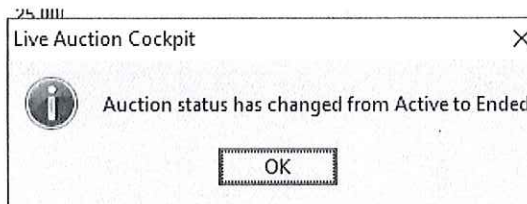
The countdown clock will not stop running while the auction is paused. The time remaining and end date / time are not affected or extended automatically.



When the agency buyer resumes the auction the auction status will be changed from "Paused" to "Active". A system alert will appear on the screen.



Once the auction has ended, a notification will display.



Attachment A

Specifications for Reach Truck Fork Lift

Narrow Aisle Reach Truck

Compliance

Yes _____	No _____	Narrow Aisle Reach Truck Quantity: 2
Yes _____	No _____	Base Capacity: 3,500 pounds
Yes _____	No _____	Net capacity with side shifter @270 inches: 2200 pounds (should meet or exceed)
Yes _____	No _____	Mast: 270" Maximum Fork Height
Yes _____	No _____	119" Collapsed Height
Yes _____	No _____	71" Free Lift
Yes _____	No _____	Tilt: 3 degrees forward, 4 degrees back
Yes _____	No _____	Voltage: 36 volts
Yes _____	No _____	Minimum aisle requirement: 9 feet (108 inches)
Yes _____	No _____	34" ID/45" OD Outriggers
Yes _____	No _____	Easy access diagnostics
Yes _____	No _____	Multi-task controller
Yes _____	No _____	Power steering
Yes _____	No _____	Overhead guard
Yes _____	No _____	48" load backrest
Yes _____	No _____	42" forks
Yes _____	No _____	Battery compartment rollers
Yes _____	No _____	Side shifter w/hydraulics
Yes _____	No _____	Tilting fork carriage
Yes _____	No _____	Non-Keyed on/off switch
Yes _____	No _____	Horn
Yes _____	No _____	Emergency Power Disconnect
Yes _____	No _____	350 amp battery connector
Yes _____	No _____	High speed lift cut out 12" from maximum lift (for safety)
Yes _____	No _____	Battery compartment size to accommodate an 18-125-13 battery
Yes _____	No _____	Battery size: 38 X 15 ¼ X 30 ½ inches
Yes _____	No _____	Sufficient battery must be included

Maintenance must be provided by the vendor during the agreement period. Such maintenance shall include, but not limited to, tires and wheels as well as all other services provided under industry standards.

Attachment B

Specifications for Stock Pickers

Compliance

Yes	No	Stock Picker Quantity: 4
Yes	No	Base Capacity: 3,000 pounds
Yes	No	Net capacity @240 inches: 3,000 pounds (should meet or exceed)
Yes	No	Mast: 240" to 270" Maximum Fork Height
Yes	No	107" to 119" Collapsed Height
Yes	No	325" not to exceed 328" Extended height
Yes	No	Voltage: 24 volts
Yes	No	Minimum aisle requirement: 60" to 66" (5 feet to 5.5 feet)
Yes	No	Straddle width: 42 inches (should not exceed)
Yes	No	Fork Length: 42 inches
Yes	No	Start up and run time diagnostics
Yes	No	Programmable performance features
Yes	No	Information Display Panel
Yes	No	Battery Discharge indicator with lift interrupt
Yes	No	Drive tire direction indicator
Yes	No	Hour meter
Yes	No	Battery compartment rollers
Yes	No	Side safety gates hinged or unhinged
Yes	No	Strobe Light
Yes	No	Non-Keyed on/off switch
Yes	No	Horn
Yes	No	Emergency Power Disconnect
Yes	No	350 amp battery connector
Yes	No	Power Steering
Yes	No	Upper elevation travel
Yes	No	Pallet clamp
Yes	No	Battery compartment size to accommodate an 12-125-15 battery
Yes	No	Battery size: 38 X 12 – 14 max X 30 ½ inches
Yes	No	Sufficient battery must be included

Maintenance must be provided by the vendor during the agreement period. Such maintenance shall include, but not limited to, tires and wheels as well as all other services provided under industry standards.

Attachment C

Revised Date: February 2017

I
RENTAL AGREEMENT
FOR USE BY MISSISSIPPI AGENCIES & GOVERNING
AUTHORITIES AND VENDORS

(applicable to equipment rental transactions)

This Rental Agreement (hereinafter referred to as Agreement) is entered into by and between _____ (hereinafter referred to as Customer), and

_____ (hereinafter referred to as Vendor). This Agreement becomes effective upon signature by Customer and Vendor, and shall take precedence over all agreements and understandings between the parties. Vendor, by its acceptance hereof, agrees to rent to Customer, and Customer, by its acceptance hereof, agrees to rent from Vendor, the equipment, including applicable software and services to render it continually operational, listed in Exhibit A, which is attached hereto and incorporated herein.

1. CUSTOMER ACCOUNT ESTABLISHMENT:

22. A separate Vendor Customer Number will be required for each specific customer/installation location.

23. The Customer is identified as the entity on the first line of the "bill-to" address. All invoices and notices of changes will be sent to the "bill-to" address in accordance with Paragraph 8 herein.

24. Ship-to and/or Installed-at address is the location to which the initial shipment of equipment/supplies will be made and the address to which service representatives will respond. Subsequent shipments of supplies for installed equipment will also be delivered to the "installed-at" address unless otherwise requested.

25. Unless creditworthiness for this Customer Number has been previously established by Vendor, Vendor's Credit Department may conduct a credit investigation for this Agreement. Notwithstanding delivery of equipment, Vendor may revoke this Agreement by written notice to the Customer if credit approval is denied within thirty (30) days after the date this Agreement is accepted for Vendor by an authorized representative.

- EQUIPMENT SELECTION, PRICES, AND AGREEMENT: The Customer has selected and Vendor agrees to provide the equipment, including applicable software and services to render it continually operational, identified on Exhibit A attached to this Agreement. The specific prices, inclusive of applicable transportation charges, are as set forth on the attached Exhibit A. The parties understand and agree that the Customer is exempt from the payment of taxes.

- SHIPPING AND TRANSPORTATION: Vendor agrees to pay all non-priority, ground shipping, transportation, rigging and drayage charges for the equipment from the equipment's place of manufacture to the installation address of the equipment as specified under this Agreement. If any form of express shipping method is requested, it will be paid for by Customer.

- RISK OF LOSS OR DAMAGE TO EQUIPMENT: While in transit, Vendor shall assume and bear the entire risk of loss and damage to the equipment from any cause whatsoever. If, during the period the equipment is in Customer's possession, due to gross negligence of the customer, the equipment is lost or damaged, then, the customer shall bear the cost of replacing or repairing said equipment.

- DELIVERY, INSTALLATION, ACCEPTANCE, AND RELOCATION:

A. DELIVERY: Vendor shall deliver the equipment to the location specified by Customer and pursuant to the delivery schedule agreed upon by the parties. If, through no fault of the Customer, Vendor is unable to deliver the equipment or software, the prices, terms and conditions will remain unchanged until delivery is made by Vendor. If, however, Vendor does not deliver the equipment or software within ten (10) working days of the delivery due date, Customer shall have the right to terminate the order without penalty, cost or expense to Customer of any kind whatsoever.

e) INSTALLATION SITE: At the time of delivery and during the period Vendor is responsible for maintenance of the equipment, the equipment installation site must conform to Vendor's published space, electrical and environmental requirements; and the Customer agrees to provide, at no charge, reasonable access to the equipment and to a telephone for local or toll free calls.

f) INSTALLATION DATE: The installation date of the equipment shall be that date as is agreed upon by the parties, if Vendor is responsible for installing the equipment.

g) ACCEPTANCE: Unless otherwise agreed to by the parties, Vendor agrees that Customer shall have ten (10) working days from date of delivery and installation, to inspect, evaluate and test the equipment to confirm that it is in good working order.

h) RELOCATION: Customer may transfer equipment to a new location by notifying Vendor in writing of the transfer at least thirty (30) calendar days before the move is made. If Vendor is responsible for maintenance of the equipment, this notice will enable Vendor to provide technical assistance in the relocation efforts, if needed, as well as to update Vendor's records as to machine location. There will be no cessation of rental charges during the period of any such transfer. The Vendor's cost of moving and reinstalling equipment from one location to another is not included in this Agreement, and Customer agrees to pay Vendor, after receipt of invoice of Vendor's charges with respect to such moving of equipment, which will be billed to Customer in accordance with Vendor's standard practice then in effect for commercial users of similar equipment or software and payment remitted in accordance with Paragraph 8 herein.

3. RENTAL TERM: The rental term for each item of equipment shall be that as stated in the attached Exhibit A. If the Customer desires to continue renting the equipment at the expiration of the original rental agreement, the Customer must enter into a new rental agreement which shall be separate from this Agreement. There will be no automatic renewals allowed. There shall be no option to purchase.

4. OWNERSHIP: Unless the Customer has obtained title to the equipment, title to the equipment shall be and remain vested at all times in Vendor or its assignee and nothing in this Agreement shall give or convey to Customer any right, title or interest therein, unless purchased by Customer. Nameplates, stencils or other indicia of Vendor's ownership affixed or to be affixed to the equipment shall not be removed or obliterated by Customer.

5. PAYMENTS:

5. INVOICING AND PAYMENTS: The charges for the equipment, software or services covered by this Agreement are specified in the attached Exhibit A. Charges for any partial month for any item of equipment shall be prorated based on a thirty (30) day month. Vendor shall submit an invoice with the appropriate documentation to Customer.
- E-PAYMENT: The Vendor agrees to accept all payments in United States currency via the State of Mississippi's electronic payment and remittance vehicle. The Customer agrees to make payment in accordance with Mississippi law on "Timely Payments for Purchases by Public Bodies", Section 31-7-301, *et seq.* of the 1972 Mississippi Code Annotated, as amended, which generally provides for payment of undisputed amounts by the agency within forty-five (45) days of receipt of the invoice.
 - PAYMODE: Payments by state agencies using Mississippi's Accountability System for Government Information and Collaboration (MAGIC) shall be made and remittance information provided electronically as directed by the State. The State, may at its sole discretion, require the Vendor to submit invoices and supporting documentation electronically at any time during the term of this Agreement. These payments shall be deposited into the bank account of the Vendor's choice. The Vendor understands and agrees that the State is exempt from the payment of taxes. All payments shall be in United States currency.
6. METER READINGS: If applicable, the Customer shall provide accurate and timely meter readings at the end

of each applicable billing period on the forms or other alternative means specified by Vendor. Vendor shall have the right, upon reasonable prior notice to Customer, and during Customer's regular business hours, to inspect the equipment and to monitor the meter readings. If Customer meter readings are not received in the time to be agreed upon by the parties, the meter readings may be obtained electronically or by other means or may be estimated by Vendor subject to reconciliation when the correct meter reading is received by Vendor.

C. COPY CREDITS: If applicable, if a copier is being rented, the Customer will receive one (1) copy credit for each copy presented to Vendor which, in the Customer's opinion, is unusable and also for each copy which was produced during servicing of the equipment. Copy credits will be issued only if Vendor is responsible for providing equipment services or maintenance services (except time and materials maintenance). Copy credits will be reflected on the invoice as a reduction in the total copy volume, except for run length plans which will be credited at a specific copy credit rate as shown on the applicable price list.

9. USE OF EQUIPMENT: Customer shall operate the equipment according to the manufacturer's specifications and documented instructions. Customer agrees not to employ or use additional attachments, features or devices on the equipment or make changes or alterations to the equipment covered hereby without the prior written consent of Vendor in each case, which consent shall not be unreasonably withheld.

10. MAINTENANCE SERVICES, EXCLUSIONS, AND REMEDIES:

A. SERVICES: If Vendor is responsible for providing equipment services, maintenance services (except for time and materials), or warranty services: (1) Vendor shall install and maintain the equipment and make all necessary adjustments and repairs to keep the equipment in good working order. (2) Parts required for repair may be used or reprocessed in accordance with Vendor's specifications and replaced parts are the property of Vendor, unless otherwise specifically provided on the price lists. (3) Services will be provided during Customer's usual business hours. (4) If applicable, Customer will permit Vendor to install, at no cost to Customer, all retrofits designated by Vendor as mandatory or which are designed to insure accuracy of meters.

B. EXCLUSIONS: The following is not within the scope of services: (1) Provision and installation of optional retrofits. (2) Services connected with equipment relocation. (3) Installation/removal of accessories, attachments or other devices. (4) Exterior painting or refinishing of equipment. (5) Maintenance, installation or removal of equipment or devices not provided by Vendor. (6) Performance of normal operator functions as described in applicable Vendor operator manuals. (7) Performance of services necessitated by accident; power failure; unauthorized alteration of equipment or software; tampering;