

MISSISSIPPI STATE UNIVERSITY
REQUISITION

TIRES, TUBES, VALVES

PAGE of

NO: Automatic

SUGGESTED VENDOR:

SHIPTO:

VENDOR NUMBER

-

STATE CONTRACT TIRE DEALER

VENDOR ADDRESS

VENDOR CITY, STATE, ZIP

[If vendor is not in Banner or if address is incorrect, type correct information at end of Item Text and vendor file will be updated.]

DATE:
01-JUL-04

TERMS: NET 30

FOB:

SHIP VIA: -

BID BY:

BID FILE:

STATE CONTRACT:

[enter state contract number(s)]

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
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Furnish state contract tires, tubes, valve stems,
mounting and balancing at state contract prices
as requested by [department name]
for the period July 1, 2004 through March 31, 2005

NOTE: All invoices to be checked by State Contract
Clerk before payment is released

Please see attached federal tax exemption certificate
no. 64-74-0188-K

Notes:

- the standing order expires on March 31, 2005 when the state contract expires
- you will need to issue a new standing order for the new contract period

FISCAL YEAR NOTE: Key with Order Date of 01-JUL-04, Transaction Date of 01-JUL-04 and Delivery Date of 02-JUL-04.
If requisition date does not show 01-JUL-04, the requisition will be cancelled and you will be asked to rekey.

TOTAL

FUND	ORG	ACCT	PROG	ACTV	ORDER	AMOUNT
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xxxxxx xxxxxx 405640 xxxxxx xxxxxx

xxxxxx xxxxxx 406230 xxxxxx xxxxxx

CONTACT:

NAME: [key your name]

TELEPHONE: [key your phone number]

DEPARTMENT:

[key department name]

[key department address]

[key mail stop no.]