



IFB #2020-02

Motor Vehicle License Tags

Issue Date: **2/21/2020**

Closing Location

Mississippi Department of Revenue
500 Clinton Center Drive
Clinton, MS 39056

BID Coordinator

Erica Greenwood, SR. Contract Analyst
Telephone: (601) 923-7860
Fax: (601) 923-7658
E-mail: erica.greenwood@dor.ms.gov

Closing Date and Time

Bids must be received by **March 31, 2020** 12:00 p.m. (CST)

Table of Contents

Section I – General

1.0 Scope of Services	6
2.0 Procurement Time Line	6
3.0 General Terms of Contract.....	7
4.0 Eligibility Requirements	7
4.1 Qualifications of Bidder.....	7
4.2 References	8
4.3 Business Longevity	8
4.4 Registration with the Secretary of State.....	8
4.5 Performance Bond	9
4.6 Liquidation Damages	9
4.7 Set Off	9
4.8 Security Measures/Interruption of Supply.....	9
5.0 Procurement Methodology.....	9
5.1 Approach.....	9
5.2 Rules of Procurement.....	10
5.3 Procedure for Answering Questions	10
5.4 Bid Amendment or Withdrawal.....	11
5.5 Late Submissions	11
5.6 Negotiation Rights	11
5.7 Amendments to the Invitation for Bid	11
5.8 Opening Procedures	11
5.9 Competitive Negotiation.....	12
5.10 Bid Evaluation	12
5.11 Award Notice	12
5.12 Incurring Costs.....	12
5.13 Right to Protest	12
5.14 Post-Award Vendor Debriefing	13
5.15 Bid Ownership	13
5.16 Partial Bids Prohibited	13
5.17 Exceptions and Deviations.....	13
5.18 Compensation of Services.....	14
5.19 Conflict of Interest	14
5.20 Contract.....	14
5.21 Office Closure Statement.....	14
6.0 Submission Procedures	14
6.1 Procedures for Submitting Bids.....	14
6.2 Submission Format	15

Section II – General Tag Orders

1.0 License Tag Orders	16
2.0 Tag Cost	16
3.0 Labeling of Boxes	17
4.0 Boxing of Tags.....	17
5.0 Delivery Cost	17
6.0 Delivery Date	17
7.0 Changes of Specifications.....	18
8.0 Attorney Fees	18

Section III – Material Requirements

1.0 Type of Material	18
2.0 Background Finish	18
3.0 Adhesive and Protective Liner.....	20
4.0 Reflective Sheeting	20
5.0 Warranty Marks	24
6.0 Prequalification	24
7.0 Quality Conformance.....	25
8.0 Durability Testing	26
9.0 Effective Performance Life.....	26
10.0 Number and Letter Finish	26
11.0 Inspection and Testing	26
12.0 Embossing and Debossing	27
13.0 Quality.....	27

14.0 Proofs/Samples28

Section IV – Plate Design Service/Graphics/Tooling

1.0 Design28

Section V – Technical Service

1.0 Service.....29

Section VI – Information on Each Multiyear License Tag

A. Private Carrier29

B. Property Carrier <10,000 lbs30

C. Property Carrier >10,000 lbs.....30

D. Temporary Tags31

E. School Bus.....31

F. Church Bus31

G. Taxi Cabs31

H. Ambulance32

I. Hearse32

J. Fleet.....32

K. Trailer.....32

L. Motorcycles33

M. MS Highway Patrol.....34

N. MS National Guard35

O. Amateur Radio.....35

P. Antique Automobile/Truck/Motorcycle/Street Rod.....35

Q. Sheriff’s Office37

R. Disabled Veterans	37
S. Ex-Prisoner of War	37
T. Government Owned Vehicles	37
U. Armed Forces	38
V. Institutes of Higher Learning Tag	38
W. Sample and Miscellaneous Special	39

Special VII – Information on Each Annual Tag

A. Rental Trailer Tags	43
B. Dealers	43
C. Shriner’s Motorcycle Tags	44
Appendix A Omissions	46
Appendix B Category Codes	47
Appendix C Terms and Conditions	54
Appendix D Bid Package	66
Attachment A – Bid Cover Sheet	67
Attachment B – Certification	69
Attachment C – Bid Form – <i>Motor Vehicle License Tags</i>	70
Attachment D – References	72
Attachment E – Reference Score Sheet # 1	74
Attachment F – Reference Score Sheet # 2	76
Attachment G – Acknowledgement of Amendments	78
Attachment H – Secretary of State Acknowledgement	79
Attachment I – Conflict of Interest	80

**MISSISSIPPI DEPARTMENT OF REVENUE
INVITATION FOR BID
MOTOR VEHICLE LICENSE TAGS**

Section I – General

1.0 Scope of Services

The Department of Revenue (referred to as “DOR” or “Department”) is hereby requesting bids to cover the materials, manufacturing, performance characteristics, security and warranty marks, quality, testing, packaging, storage, and delivery of finished license tags to the State of Mississippi. These license tags shall have a useful life of not less than five (5) years, except those license tags designated as annual issue, which shall have a useful life of not less than fourteen (14) months.

It is the responsibility of the prospective bidder to review all information contained within this Invitation for Bid and any accompanying amendments. Notifications must be sent to the Department of Revenue if a vendor believes the information contained in the Invitation is devised in such a manner that would restrict competition.

2.0 Procurement Time Line

It is our intent to follow the schedule below in the execution of this invitation for bid; however, DOR reserves the right to amend and/or change the below schedule of events, as it deems necessary.

- | | |
|---|---------------------------------------|
| A. Invitation for Bid Issue Date: | February 21, 2020; 9:00 AM CST |
| B. First Publication: | February 21, 2020 |
| C. Second Publication: | February 28, 2020 |
| D. Third Publication: | March 6, 2020 |
| E. Deadline for Submission of Questions: | March 13, 2020; 5:00 PM CST |
| F. Deadline for Posting of Answers: | March 19, 2020; 5:00 PM CST |
| G. Bid Packet Submission Deadline: | March 31, 2020; 12:00 PM CST |
| H. Bid Opening: | March 31, 2020; 2:00 PM CST |
| I. Projected Award Notification: | April 7, 2020 |
| J. Debriefing Request Date: | April 10, 2020 |

K. Protest Deadline:	April 14, 2020
L. Projected Award Date:	April 20, 2020
M. Start Date:	July 1, 2020

3.0 General Terms of Contract

The term of this agreement shall be for twenty-four (24) months and shall commence on July 1, 2020, and end on June 30, 2022. At the discretion of the License Tag Commission, the duration may be extended up to thirty-six (36) additional months or to June 30, 2025. The contract may be renewed at the option of the License Tag Commission and acceptance by the contractor upon written notice to the Contractor prior to the contract anniversary date for a period typically of one (1) year in length, but not to exceed thirty-six (36) months in total under the same price, terms and conditions as in the original contract. At the time of requested renewal, contractor may request an increase to the price **only** due to documented increase in costs. Such an adjustment to the price will be granted or denied solely at the discretion of the License Tag Commission (referred to as “LTC”).

With regard to the price of aluminum that is used to manufacture the License Tags, each quarter, the DOR will make an adjustment to the bid base price paid for License Tags based upon the fall or rise in the price of aluminum that will be used for the manufacture of License Tags. (Note: Contractor will be required to show documentation from aluminum supplier for all adjustments). The adjustment to be made will be based on the average market price of aluminum during the preceding quarter. The price to be paid for the tags ordered by the Department of Revenue will be base bid price plus or minus calculated adjustment.

4.0 Eligibility Requirements

4.1 Qualifications of Bidder

The bidder may be required before the award of any contract to show to the complete satisfaction of DOR that it has the necessary facilities, ability and financial resources to provide the service specified therein in a satisfactory manner. The bidder shall be required to give past history and references in order to satisfy DOR in regard to the bidder’s qualifications. DOR may make reasonable investigations deemed necessary and proper to determine the ability of the bidder to perform the work, and the bidder shall furnish to DOR all information for this purpose that may be requested. DOR reserves the right to reject any bid if the evidence submitted by, or investigation of, the bidder fails to satisfy DOR that the bidder properly qualified to carry out the obligations of the contract and to complete the work described therein. Evaluation of bidder’s qualifications shall include:

- (1) The ability, capacity, skill and financial resources to perform the work or provide the service required.

- (2) The ability of the bidder to perform the work or provide the service promptly or within the time specified, without delay or interference.
- (3) The character, integrity, reputation, experience and efficiency of the bidder.
- (4) The quality of performance on previous contracts or services.
- (5) The bidder must have a minimum score of twelve (12) to be found responsive.

4.2 References

A corporate officer of the license plate manufacturer shall certify in writing that the bidding company is currently providing similar license plate manufacturing and related distribution services to other jurisdiction(s) that are similar in scope to those required herein.

Four (4) separate jurisdictional references (name, jurisdiction, title, phone number, email address) should accompany the bid submission.

DOR will contact these clients as references to evaluate the quality of the commodity. Reference information must be provided as part of the packet submitted for consideration.

Although DOR requires the provision of a minimum of four (4) reference, the bidder may submit as many references as desired. References will be contacted in order listed until a minimum of two (2) references have been interviewed. Bidders are encouraged to submit additional references to ensure that at least two references are available for interview. It is the responsibility of the bidder to verify before submitting their bid that contact information is correct and current for each reference. DOR will not seek to correct erroneous contact information or track down references.

DOR staff must be able to contact two (2) references for a bid to be found responsive. In addition, the bidder must have a minimum score of six (6) on the Reference Score Sheet in **Attachment E and F** from the reference interviews by DOR with two (2) references, for a total minimum score of twelve (12).

4.3 Business Longevity

Each bidder must have been in business a minimum of five (5) years and provided plates to another state in the US during that time at a rate of at least 900,000 plates per year for at least one year prior to submission of its bid. Business expertise information must be provided on **Attachment A**, as part of the bid package submitted for consideration.

4.4 Registration with Mississippi Secretary of State

By submitting a bid, the bidder certifies it is registered to do business with the State of Mississippi through the Secretary of State or, if not already registered, that it will do so

within seven (7) business days of being notified by DOR that it has been awarded the contract.

4.5 Performance Bond

Prior to the final award of contract, the successful bidder shall submit to the State of Mississippi a Performance Bond in the amount of the approximate number of tags (950,000) times the accepted bid price. The bond shall be made payable to the State of Mississippi by an authorized surety company, conditioned that the bidder will make deliveries within the times stated and in strict accordance with the provisions of the contract. In the event of the failure of the bidder to comply with the terms of said contract, the amount of said bond shall be forfeited as liquidated damages.

4.6 Liquidation Damages

In case of a breach by the contractor as to delivery of an order of license tags by the requested delivery date, the contractor shall agree to pay the State of Mississippi, as liquidation damages, the amount of \$1,000.00 per day for each and every day after the requested delivery date, until all tags on that order are delivered to final destinations specified by DOR. The liquidated damages indicate herein shall accrue regardless of whether the License Tag Commission permits the contractor to continue to produce and deliver the license tags after the contractor's breach in failing to deliver said tags by the specified date or elect to obtain said tags from another source.

4.7 Set Off

The State of Mississippi shall be allowed to deduct and retain out of the money which may become due to the vendor, the amount of any damages incurred by the State of Mississippi from the action or inaction of the vendor, including, but not limited to, the liquidated damages indicated above.

4.8 Security Measures/Interruption of Supply

For security reasons, all license tags must be manufactured by the company that is awarded the contract. No sub-letting of the contract or any part of the contract will be allowed.

5.0 Procurement Methodology

5.1 Approach

It is understood that all bids are submitted on the basis of complying with the provisions, terms and specifications set herein, provided that you can do so under the various government rulings and directives now in effect or which may be issued during the period of the contract.

DOR reserves the right to waive minor technicalities on bid forms and specifications that can be waived or corrected without prejudice to other bidders when it is in the best interest of DOR.

The License Tag Commission reserves the right to reject any and all bids. Bids submitted must be for the total number listed in the specifications. No bids for any part of the total will be accepted.

The bidder understands that the Department of Revenue is an equal opportunity employer and maintains a policy that prohibits unlawful discrimination based on race, color, creed, sex, age, national origin, physical handicap, disability or any other consideration. The bidder will strictly adhere to this policy in its employment practices and provision of services.

5.2 Rule of Procurement

All formal bids shall be binding for a minimum of forty-five (45) days after opening. If a bid is withdrawn after opening, the vendor will be removed from the list of eligible bidders for a period of six (6) months.

5.3 Procedure for Answering Questions

- A.** All questions concerning this Invitation for Bid or the bid process must be submitted by 5:00 p.m., on 3/13/2020 to:

BidQuestions@dor.ms.gov

- B.** Questions and request for clarification must be submitted via email during normal business hours by the deadline reflected in Section 2.0, Procurement Time Line. Questions after this time will not be considered.
- C.** All questions and answers shall be treated as amendments to the IFB. See section 5.7 below. Therefore, all questions received by DOR in a timely manner will be answered and issued in the form of amendments to each vendor that received the IFB. Additionally, the questions and answers will be published on the DOR website (www.dor.ms.gov) in a manner that all bidders will be able to see that any correspondence or communications are properly received.
- D.** It shall be incumbent upon all bidders to understand the provisions of the scope of services and to obtain clarification by the time reflected in Section 2.0, Procurement Time Line. Bidders are responsible for following up to see that any correspondence or communications are properly received.

- E. DOR will not be bound by any verbal or written information that is not contained within this IFB unless formally noticed and issued by:

Erica Greenwood, SR Contract Analyst
Email: erica.greenwood@dor.ms.gov

5.4 Bid Amendment or Withdrawal

No bids shall be modified after the specified time for the opening. If a bid is withdrawn after opening, the bidder will be removed from the list of eligible for a period of six (6) months. A bidder may withdraw a bid prior to the time set for the opening by simply making a request in writing to DOR; no explanation is required. No partial withdrawals are permitted; only complete withdrawals are permitted.

5.5 Late Submission

No late bids, modifications or withdrawals will be considered unless receipt would have been timely but for the action or inaction of MDOR personnel directly involved with the procurement activity. Late bids or responses shall remain sealed and be maintained as part of the procurement file

5.6 Negotiation Rights

Discussions may be conducted with bidders who submit bids determined to be reasonably susceptible of being selected for award, but bids may be accepted without such discussions.

5.7 Amendments to the Invitation for Bid

Amendments to the IFB will be identified as such. Amendments will reference the portions of the IFB that it amends. Amendments will be sent to all prospective bidders that received an IFB. Each vendor shall acknowledge receipt of amendments by completing and signing the Acknowledgement of Amendments form included in **Attachment G** hereto. The Bid Coordinator of DOR will post the Amendment by number on DOR website www.dor.ms.gov in a manner all bidders will be able to view. Respondents shall rely only on communication from the Bid Coordinator of DOR in submitting bids and obtaining amendments. The DOR's Purchasing Division shall not be bound by any oral communications; bidders who rely upon any oral communications regarding the bid do so at their own risk.

Additionally, each bidder shall complete **Attachment G**, Acknowledgements of Amendments, and include it as part of its bid packet.

5.8 Opening Procedures

Bid openings shall be open to the public and shall be made in the presence of a member of the Mississippi License Tag Commission. However, they will serve only to open bids. No

discussion will be entered into with any vendor/bidder as to the quality or provisions of the specifications, and no award will be made either stated or implied at the bid opening. Although all bidders are invited and encouraged to attend the bid-opening meeting, the bids will be considered to be in the evaluation process and will not be available for review by the bidders. Questions will **not** be answered as a result of telephone inquiries.

5.9 Competitive Negotiation

The bid method to be used is that of competitive negotiations from which DOR is seeking the best combination of price, experience and quality of service. Discussions may be conducted with bidders who submit bids determined to be reasonably susceptible of being selected for award. Likewise, DOR also reserves the right to accept any bid as submitted for contract award, without substantive negotiation of offered terms, services or prices. For these reasons, all parties are advised to bid their most favorable terms initially.

5.10 Bid Evaluation

Contracts and purchases will be made or entered into with the responsive bidder who submits the lowest price and meets all specifications. Factors to be considered in determining the lowest, responsive bidder include:

- Price
- Conformity
- Reference response
- Qualified to contract with the State of Mississippi

5.11 Award Notice

The projected award, if made, will be by the Department of Revenue within seven (7) days after the bid opening. After the Department of Revenue makes the award, official notification will be sent to all participating vendors. This information will only be released in written form. The Department of Revenue will not respond to telephone calls requesting the information. If the purchase is for an amount greater than \$50,000, such award shall be subject to approval of the purchase by the Department of Finance.

5.12 Incurring Costs

Actions taken by a bidder before the receipt of the official notification will be at the bidder's own risk, and the Department of Revenue will not be responsible for such actions.

5.13 Right to Protest

Any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the Commissioner of the Mississippi Department of Revenue. The protest shall be submitted in writing seven (7) days after notification is received. The written protest letter shall contain an explanation

of the basis of the protest. A protest is considered submitted when received by the Bid Coordinator or Commissioner of the Mississippi Department of Revenue. To expedite the handling of the protest, the envelope should be labeled "PROTEST." A protest filed after normal business hours on the seventh day will not be considered.

5.14 Post-Award Vendor Debriefing

A respondent, successful or unsuccessful, may request a post-award debriefing, in writing, by U.S. mail or electronic submission. The written request must be received by the Bid Coordinator of DOR within three (3) business days of notification of the contract awards. A Post-Award Debriefing is a meeting and not a hearing; therefore, legal representation is not required. If a respondent prefers to have legal representation present, the respondent must notify the Bid Coordinator of the MDOR in writing and identify its attorney by name, address and telephone number.

5.15 Bid Ownership

All bids become MDOR property. Bids will be made available for inspection only after award of the contract. For this reason, proprietary material should be clearly labeled as such. The classification of an entire bid as proprietary or trade secret is not acceptable and may result in rejection of the bid. Request to review proprietary information will be handled in accordance with state law and applicable procedures. All disclosures of bid information to interested parties will be made in compliance with MDOR policies and procedures established in accordance with Mississippi Public Records Act of 1983 defined in Section 26-61-1 et seq., of the Mississippi Code and exceptions found in Section 25-61-9 and 79-23-1.

5.16 Partial Bids Prohibited

A corporate officer of the license plate manufacturer shall certify in writing that, at the time of the bid submission, the manufacturer's facility is currently capable of producing 100% of the annual and/or re-issue Mississippi production as stated in this specification.

Bids submitted must be for the total number of license tags as listed in the specifications. Bids submitted must be all or none. Bids will not be accepted for any part of the total.

5.17 Exceptions and Deviations

Bidders taking exception to any part or section of the solicitation shall indicate such exceptions on the bid form and shall fully describe said exception. Failure to indicate any exception will be interpreted as the bidder's intent to comply fully with the requirements as written. Conditional or qualified bidders, unless specifically allowed, shall be subject to rejection in whole or in part

5.18 Compensation of Services

Compensation for services will be in the form of a fixed price agreement.

5.19 Conflict of Interest

All bids must be accompanied by a statement disclosing (1) any involvement, financial or otherwise, that an employee, officer, or agent of MDOR may have in the proposing organization, and (2) any involvement, financial or otherwise, that any employee, officer of any other governmental agency may have in the proposing organization. Disclosure statement form included in **Attachment I**.

5.20 Contract

Awards will not be final until DOR and the bidder have negotiated and executed a written contractual agreement and this agreement is approved by the License Tag Commission. If a contract is awarded, the selected bidder will be required to comply with the terms and conditions, in Appendix A, that will be a part of the contract.

5.21 Office Closure Statement

If the agency is closed for any reason, including but not limited to: acts of God, strikes, lockouts, riots, acts of war, epidemics, governmental regulations superimposed after the fact, fire, earthquakes, floods or other natural disasters (the "Force Majeure Events"), which closure prevents the opening of bids at the advertised date and time, all bids received shall be opened on the next business day that the agency shall be open and at the previously advertised time. The new date and time of the bid opening, as determined in accordance with this paragraph, shall not be advertised, and all bidders, upon submission of a bid, shall be deemed to have knowledge of and shall have agreed to the provisions of this paragraph. Bids shall be received by the agency until the new date and time of the bid opening as set forth herein. **The agency shall not be held responsible for the receipt of any bids for which the delivery was attempted and failed due to the closure of the agency as a result of a Force Majeure Event.** Each bidder shall be required to ensure the delivery and receipt of its bid by the agency prior to the new date and time of the bid opening.

6.0 Submission Procedures

6.1 Procedures for Submitting Bid

- A. Bids must be written and formatted based on the forms furnished by DOR, or they may not be considered. Letters will not be considered a part of your bid. Facsimile transmissions will not be accepted. Failure to submit a bid in the manner specified will be considered cause for rejection of bid.
- B. Bids should be typed and single-sided; not handwritten. Failure to submit a bid in the manner specified will be considered cause for rejection of the bid. The

bid shall be signed by a company official with authorization to bind contractor to its provisions and submitted in a sealed envelope or package to 500 Clinton Center Dr. Clinton, MS 39056 no later than Date at Time.

- C. Unless submitted in the Mississippi Accountability System Government Information and Collaboration (MAGIC) system, a packet must be delivered by the time indicated for submission in Section 2.0 of the Procurement Time Line. It must be labeled as noted in (E.) below. If submitted in MAGIC, documents must be signed and scanned in as an attachment.
- D. MDOR reserves the right to decide, on a case-by-case basis, whether to reject with exceptions, modifications or additions within the parameters set by this IFB, including specifications, as nonresponsive.
- E. Sealed bids should be hand delivered (strongly encouraged) or mailed and labeled as follows:

Mississippi Department of Revenue
Attention: Erica Greenwood
Bid # **2020-02**
500 Clinton Center Dr.
Clinton, MS 39056
SEALED BID – DO NOT OPEN

- F. The parties submitting bids are responsible for ensuring they are delivered by the required time assuming all risk of delivery. MDOR will not be responsible for mail delays or lost mail. Delays due to system down time or weather will be reviewed on a case by case basis and the bidder should notify MDOR Bid Coordinator of such occurrences. Bids and modifications or corrections thereof received after the closing time specified will not be considered. Any bids or responses received subsequent to the specified closing date and time shall remain sealed and be maintained as part of the procurement file.

6.2 Submission Format

The bid package must be sealed and must contain the following:

- A. Attachment A – Bid Cover Sheet
- B. Attachment B – Certification to Sign on Behalf of the Company
- C. Attachment C – Bid Form # 1 – **Motor Vehicle License Tags**
- D. Attachment D - References
- E. Attachment E – Reference Score Sheet # 1 – *Return with packet unsigned*

- F. Attachment F – Reference Score Sheet # 2 – *Return with packet unsigned*
- G. Attachment G – Acknowledgement of Amendments
- H. Attachment H – Secretary of State Acknowledgement
- I. Attachment I – Conflict of Interest Disclosure Statement
- J. Samples according to Section III - 14.0
- K. Any other requested information required within this IFB

Section II – General Tag Orders

1.0 License Tag Orders

Approximately 900,000 License Tags are expected to be ordered during each of the first two years of this contract.

Orders shall be made on purchase orders -- often on a weekly basis – an electronic FTP transmission file will be sent from the Department Of Revenue to the successful bidder detailing the types of license tags, the number required, alpha/numeric sequencing, due date, and the destination points of the license tags. The standard delivery destination points will be one or more of the 93 county seats, individual taxpayers within the state and/or the Department of Revenue as specified in each order.

At the discretion of the DOR, should a re-issue be required during the life of the contract or subsequent extension(s), re-issue quantities are estimated to be 2,900,000 license tags in a single re-issue year.

2.0 Tag Cost

All bidders must submit a price on **Attachment C**, for each category of License Tags listed, per unit (tag), per FOB destination points in the bid to furnish, but not limited to, approximately 900,000 license tags per year of the type or classification specified herein required at any time during the contract period. Note: Plate categories and types are included on Appendix B, Category Codes.

With regard to the price of aluminum that is used to manufacture the License Tags, each quarter, the DOR will make an adjustment to the bid base price paid for License Tags based upon the fall or rise in the price of aluminum that will be used for the manufacture of License Tags. (Note: Contractor will be required to show documentation from aluminum supplier for all adjustments). The adjustment to be made will be based on the average market price of aluminum during the preceding quarter. The price to be paid for the tags

ordered by the Department of Revenue will be base bid price plus or minus calculated adjustment.

3.0 Labeling of Boxes

Each box or carton designated for standard delivery shall be plainly marked on the outside and showing full description of the contents including:

1. Quantity
2. Classification
3. Weight
4. Beginning and Ending Numbers
5. County Designation

4.0 Boxing of Tags

Each box of tags designated for standard delivery shall not contain more than fifty (50) tags to a box or carton in numerical order.

5.0 Delivery Cost

All standard transportation charges for shipments made throughout the contract period shall be included in the bid price per unit tag. The Department of Revenue will not pay any additional freight charges for standard delivery.

DOR requires direct-to-individual customer non-standard Tag delivery / distribution services from the successful vendor. Cost will be based on actual 1st Class US postal rates incurred. Successful vendor must be capable of accepting electronic FTP transmission file orders from the DOR for all direct-to-individual customer orders. When order ships, vendor must send a return FTP transmission file to DOR.

6.0 Delivery Date

Contractor shall be required to make standard delivery of ordered license tags to designated destination points by a requested delivery date which shall be no more than forty-two (42) calendar days from the date of the purchase order. DOR will not pay any additional freight charges for standard delivery. Direct-to-customer situations may require 5-7 working days. Vendor must be capable of accepting and sending electronic FTP transmission file for all orders. Cost will be based on USPS first class rates. Postage is prepaid by the vendor and billed to DOR. Emergency situations may require delivery within 10 calendar days from the order date. Cost will be based on desired delivery. Postage will be paid by the vendor and bill the county office.

7.0 Changes of Specifications

The Mississippi License Tag Commission reserves the right to make any changes in the lettering or numbering of any tags or to create any new tags they see fit giving manufacturer adequate advance written notice. Specifications will override any purchase order unless specified in writing.

8.0 Attorney Fees

The contractor shall agree that in the event of any suit or other legal proceedings by the License Tag Commission and/or the State of Mississippi to enforce any part of the Agreement between the contractor and the License Tag Commission to provide the license tags described herein, or to recover any damages resulting from the breach of said Agreement, the contractor shall pay to the State of Mississippi reasonable attorney fees incurred by the License Tag Commission and/or the State of Mississippi in such suit or legal proceeding.

Section III – Material Requirements

1.0 Type of Material

The Mississippi License Tags, of the size and designs specified, shall be made of 3105 Recycled Aluminum Alloy or 3003 New Aluminum. The aluminum shall be conversion coated on both sides. Whether the aluminum is virgin or recycled it must possess a hardness (temper) of H21 and have a nominal thickness (caliper) of .027". The State of Mississippi reserves the right to receive a copy of a mill certificate to verify.

2.0 Background Finish

A. The field or background of all tags shall be finished with a retroreflective (reflective) material and consist of either enclosed lens sheeting or Prismatic sheeting. This material shall be applied to the front side of the aluminum substrate only. All materials used in the finish of the field or background of all tags shall be guaranteed by the reflective sheeting supplier against chipping, peeling and excessive fading under general usage for the useful life of the license tags.

B. The coefficient of retroreflection for the sheeting shall be measured on flat clean, finished license plate test panels and shall have the following minimum values at 0.2ø observation angle, expressed as candlepower per foot-candle per square foot (candelas per lux per square meter) of material. Measurements shall be conducted in accordance with ASTM E-810, "Standard Test Method for Coefficient of Retroreflection of Retroreflective Sheeting".

Enclosed Lens Sheeting Retroreflectivity:

Color

Entrance Angle

	-4 degrees	40 degrees
White	50	16
Yellow	25	10
Orange	25	10
Lemon-Yellow	25	10
Gold	25	10
Green	18	7
Blue	18	7
Red	9	3

Prismatic Sheeting Retororeflectivity:

Observation Angle	Entrance Angle	White	
		Min	Max
0.2 ° (0° 12')	-4°	150	250
	30°	26	250
0.5° (0° 30')	-4°	45	250
	30°	13	250
1.0° (1° 0')	-4°	20	250
	30°	7	250

C. The Coefficient of Retroreflection of the same finished license plate test panels, measured on the same flat area of the test panels, totally wet by rain, shall not be less than 90 percent of the values specified above. Wet performance measurements shall be conducted at 0.2° observation and -4° entrance angles in accordance with ASTM E-810 and using the test set-up described in section 7.10.1 of AASHTO M 268.

D. To assist in positive daytime/nighttime identification of license plates, the color of the reflective sheeting(s) background, including any pre-printed design, shall be similar in daylight and by illumination at night.

E. Finished license plates, manufactured in accordance with the recommendations of the reflective sheeting manufacturer, shall be easily cleansed of normal dirt accumulation by washing with water and mild detergent. A test panel shall be sprayed with water-suspended soils collected from the underside of vehicle fenders, mixed with water in the proportion of five pounds (2.27 kg) of soil to one gallon (3.78 liters) of water, and poured through a paint strainer.

The mixture shall then be sprayed onto the panel while particles are in suspension. After the panel is thoroughly dry, it shall be cleaned by washing with a mixture of water and mild detergent, rinsed with clean water and wiped dry for examination. The panel shall show no appreciable difference when compared to a new clean panel.

F. License plates finished according to the reflective sheeting manufacturer's recommendations shall be sufficiently solvent resistant to permit cleaning with VM&P naphtha, mineral spirits, turpentine or other solvents commonly used on vehicle finishes. Rinsed and dried, the plate surface shall show no appreciable change following cleaning.

As a performance measurement, the finished license plate test panel shall be immersed for one minute in a test fuel (ASTM D471 Reference Fuel B). After removal, the test panel shall not show any visible change, which would reduce its effective performance.

G. To check for temporary water repellent surface coatings, a test panel shall be exposed for 150 hours to Twin Arc Weathering per ASTM G23-81 type E. Following exposure the panel shall be washed in a 5% HCL solution for 45 seconds, rinsed thoroughly with water, dried with a soft clean cloth, and brought to equilibrium at 72°F plus or minus 5°F and 50% plus or minus 5% R.H. The panel shall then be measured for coefficient of retro reflection and shall maintain not less than 90% of the specified dry and wet minimum values in II.B.3 and 4. The panel shall show no appreciable discoloration, cracking, crazing, blistering, lifting or dimensional change. The surface shall continue to be essentially smooth and provide a compatible surface for direct application of validation stickers with pressure sensitive adhesive.

3.0 Adhesive and Protective Liner

A. The reflective material shall have a pre-coated adhesive on the back which shall adhere to the aluminum substrate without the necessity of additional adhesive coats on the reflective material or application surface. The reflective sheeting itself shall consist of lens elements enclosed within transparent resin and shall have a pre-coated pressure sensitive adhesive backing protected by a removable liner.

B. The pre-coated adhesive shall form a durable bond to aluminum surfaces recommended by the reflective sheeting manufacturer. Reflective material shall resist peeling from the recommended application surface, scuffing and marring during normal handling when jabbed with a spatula at -10 degrees F. The pre-coated adhesive shall not stain the reflective material.

C. Prior to application, the protective liner that is attached to the adhesive shall be removed by peeling without soaking in water or other solvents. The liner shall be capable of removal after accelerated storage for four hours at 150 degrees F (66°C) under weight of 2.5 pounds per square inch.

4.0 Reflective Sheeting

A. The reflective sheeting shall display a bold directional positive identification image integral to the sheeting that appears and disappears at specified viewing angles. The bold directional image shall facilitate effective visual verification of license plate authenticity in the field as well as identification of the lot number of issue and sheeting manufacturer.

B. Unless otherwise specified, the reflective sheeting shall be provided with preprinted "State Name" or "US" design which shall be an integral part of the sheeting as supplied. DOR is currently using 3M Ensure™. This or a DOR-approved equivalent would be acceptable. The graphic design shall be transparent or opaque as determined by the approved art work and shall also be an integral part of the sheeting as supplied. An enhanced security mark shall consist of a double line wave pattern. DOR is currently using 3M Ensure™ Virtual Security Thread (VST) . This or a DOR approved equivalent would be acceptable.

C. The reflective material applied to a flat metal from the rolls according to the recommendation of the reflective material manufacturer shall adhere and be sufficiently flexible to permit conventional license plate designs.

D. The White reflective material shall be similar in day color and reflective night color and the material surface shall be readily processed and compatible with recommended transparent and opaque color. Transparent colors shall produce similar color under reflected light. There shall be no loss of the color coat during normal handling.

E. The finished reflective tag shall be easily cleanable and the reflective material shall show no appreciable discoloration, cracking, blistering, lifting or dimensional change and shall provide a compatible surface for application of validation stickers.

F. Flexibility-Embossing: The sheeting shall, when correctly applied to treated aluminum, conform to the minimum/maximum tolerances for embossing and/or debossing dyes as used by the manufacturing facility that supplies finished plates to the state and as recommended by the sheeting manufacturer.

G. Substrate: The sheeting shall be laminated to a properly treated aluminum substrate per section A of this specification and as recommended by the sheeting manufacturer.

H. Diffuse Daytime Color: Through instrumental color testing, the diffuse daytime color of the reflective sheeting shall conform to color requirements as determined spectrophotometrically in accordance with ASTM E-1164 and E-1349, utilizing either 45/0 or 0/45 degree illumination/viewing conditions as described in E-1164 and E-1349 for retro reflective materials. Chromaticity and the Luminance Factor based on CIE tristimulus values for the 2° observer and Illuminant D65, shall be calculated in accordance with ASTM E-308.

The color specification limits for white license plate sheeting are listed below. See color specification chart below for other sheeting colors.

COLOR SPECIFICATION – ENCLOSED LENS SHEETING

Chromaticity Coordinate			
	Corner	Points	Luminance Factor,
Color White	x	y	Y(%)
	.303	.287	42 Min.
	.368	.353	
	.340	.380	
	.274	.316	

COLOR SPECIFICATION – PRISMATIC SHEETING			
Chromaticity Coordinate			
	Corner	Points	Luminance Factor
Color White	x	y	Y(%)
	0.355	0.355	50 Min.
	0.305	0.305	
	0.285	0.325	
	0.335	0.375	

I. Adhesive and Protective Liner: The pre-coated adhesive shall form a durable bond to flat license plate surfaces recommended by the reflective sheeting manufacturer.

The protective liner attached to the adhesive shall be removable by peeling without soaking in water or other solvents and shall be easily removed after accelerated storage for four hours at 150°F (66°C) under weight of 2.5 lbs. per square inch (1.14 KG per 6.45 sq. cm). The liner shall be non-printed to permit reuse.

J. Roll Coating: The reflective sheeting, once applied to the aluminum and then embossed, shall be roll coated and compatible with transparent and opaque colors as recommended by the sheeting manufacturer.

K. Inventory Control: To assist the license plate tag shop with inventory control problems, the sheeting manufacturer shall mark the sheeting so that the tag shop can employ first in/first out principles.

L. The reflective sheeting manufacturer used to produce license plates will be required to provide proof that the directional bold positive identification image in the sheeting will be visible for the full warranted life of the finished license plate.

The centermost mark of the directional bold positive identification image shall be visible while standing directly in front of the plate at a distance of 4 – 8 feet, this represents an angle of 30 degrees above perpendicular to the plate.

The centermost mark of the positive identification image on the plate shall not be visible at a distance of 2 or 20 feet while directly standing in front of the plate or from an angle greater than 45 degrees from either side of the plate.

The positive identification image will be visible in either defused or daylight as well as retro-reflected light at night. The images will not alter the color of the sheeting, reduce the brightness below minimum specified levels or interfere with the appearance or legibility of the finished license plate. The image will be equally visible in all standard colors.

COLOR SPECIFICATION

	Color	Corner	Chromaticity Coordinate		Points	Luminance Factor,	
			x	y		Y(%)	
1.	White		.303	.287		42 Min.	
			.368	.353			
			.340	.380			
			.274	.316			
2.	Yellow		.498	.412		28-38	
			.557	.442			
			.479	.520			
			.438	.472			
3.	Lemon Yellow			.455	.455	40-50	
			.514	.485			
			.440	.558			
			.395	.508			
4.	Orange		.505	.354	14-24	.600	.360
			.550	.412			
			.478	.385			
5.	Blue		.181	.069	11-20		
			.270	.220			
			.230	.250			
			.103	.246			

6.	Green	.210	.275	15-25		
		.280	.385			
		.180	.520			
		.080	.310			
7.	Red	.613	.297	5-10	.708	.292
		.636	.364			
		.558	.352			

5.0 Warranty Marks

Enclosed Lens Sheeting Warranty/Security Marks

Should include a tamper-resistant security/warranty mark of the finished license plate for the standard background sequentially-manufactured plate that will assist authorities to assure the authenticity, defend against counterfeiting and provide traceability. DOR may also require the mark to be on other plate types. The security mark shall consist of a double line wave pattern where one wave appears to float above, and one wave appears to float below. DOR is currently using 3M Ensure Virtual Security Threat (VST). This or a DOR approved equivalent would be acceptable. Additional customized marks may be contained in the sheeting at the discretion of DOR. The mark(s) shall be verifiable when properly affixed to the vehicle from an approximate head-on distance of six (6) feet.

Prismatic Sheeting Warranty/Security Marks

Should include a tamper-resistant security/warranty mark of the finished license plate for the standard background sequentially-manufactured plate that will assist authorities to assure the authenticity, defend against counterfeiting and provide traceability. DOR may also require the mark to be on other plate types. The security mark shall consist of a double line wave pattern where one wave appears to float above, and one wave appears to float below. DOR is currently using 3M Ensure Virtual Security Threat (VST). This or a DOR approved equivalent would be acceptable. Additional customized marks may be contained in the sheeting at the discretion of DOR. Any white selections of the security marks shall appear dark under retroreflection. Any darker or colored sections of the security marks when viewed in daytime shall be retroreflective and should appear brighter in nighttime. Will be reversed in daylight. This allow it to be seen from larger distances – greater than 10 feet with a light source.

6.0 Prequalification

Before any bid is considered, the license plate manufacturer shall meet the following criteria:

To assure high quality license plate performance, durability and service, the successful license plate manufacturer shall obtain from the reflective sheeting supplier proof of prior successful experience. The reflective sheeting supplier shall provide proof or otherwise provide:

1. Show evidence of successful manufacture and application of preprinted license plate sheeting(s), thinners, and roll coat inks as parts of a totally integrated license plate system; Provide state-of-the-art application and processing equipment (if required) to the license plate manufacturer; Provide list and qualifications of experienced customer, technical and sales services personnel; Provide expert installation service and on-site technical service within 48 hours to the license plate manufacturer at no charge; provide immediate toll-free call-in technical service; Provide next day delivery of stocked equipment parts and 12-hour overnight shipment of non-stocked parts; Ship sheeting rolls via 38 roll "bulk-pack" configuration (or alternative configuration as per the needs of the license plate manufacturer) for ease of handling in the license plate manufacturer's facility; Conform to all performance requirements of this specification as specified in Section II and as tested by the State (if required) designated testing lab; Properly warrant the plates produced from the manufacturer's sheeting by posting a \$1,000,000 product bond during the duration of this issue. The sheeting manufacturer shall also provide a warranty mark in the sheeting in accordance with Section III (5). Certify to provide special graphic designs in quantities as limited as one 750 ft. roll upon request by the license plate manufacturer.
2. A corporate officer of the reflective sheeting manufacturer shall certify that the license plate materials and equipment shall perform according to this specification. Furthermore, the corporate officer shall also certify that sufficient technical services shall also be provided by the sheeting manufacturer until quality license plates are produced by the State's manufacturing facility of choice.
3. The sheeting manufacturer shall submit technical data exhibiting characteristics of all materials proposed. Information submitted shall include detailed processing conditions for each phase of license plate manufacture. Such information shall also include times and temperatures required for curing of any inks and clear-coats (if required) for use in the production of completed license plates.

Vendors failing to obtain needed information from the reflective sheeting manufacturer or failing to conform to any other requirement may be disqualified.

7.0 Quality Conformance

Failure of the reflective material specified herein, during and as a result of the examination and tests specified shall be cause for refusal to accept material until evidence has been provided by the successful bidder that corrective action has been taken to eliminate deficiencies. All bidders will reference the reflective sheeting manufacturer that will be used on all finished license plates.

8.0 Durability Testing

Applied and processed in accordance with manufacturer's recommended procedures, the reflective field material and roll coating used on numbers and letters of all number plates following cleaning shall show no appreciable discoloration, cracking, glazing, blistering, lifting, or dimensional change. The reflex-reflective background materials shall retain the following average brightness minimums at 0.2 degrees divergence and -4 degrees incidence expressed as percent of initial specified minimums in paragraph B.

65% through the first three years

40% through the fourth and fifth years

The State of Mississippi reserves the right to select such testing laboratories as necessary to verify compliance with this specification.

9.0 Effective Performance Life

Reflective sheeting applied and processed into license tags according to the sheeting manufacturer's instructions shall be considered to perform effectively for the useful life expected if the tag shows no fading, cracking, blistering, or peeling which will significantly impair the intended visibility or legibility of the tag and the clean tag retains a reflective intensity of at least 9 candlepower per foot candle per tag. Measurements shall be made at 0.2 degrees observation angle and -4 entrance angle using the reflective intensity testing procedures used in accordance with ASTM E-810 and using the test set-up described in section 7.10.1 of AASHTO M 268.

10.0 Number and Letter Finish

All enamels or paints used in the finish of the numbers and letters of all plates should be as specified by the reflective material manufacturer and shall be of the highest quality guaranteed by the manufacturer against chipping, peeling, and excess fading during general usage for the useful life required from the material selected. The numbers and letters coated with the enamel or paint selected shall be submitted to the License Tag Commission if required prior to use for approval as to quality, color and appearance.

11.0 Inspection and Testing

The License Tag Commission of the State of Mississippi or its duly authorized representative may call for or select completed production tags whenever deemed necessary for the purpose of inspection and making test for compliance with specification. The absence of bidder's representative, when samples are selected at the announced time, shall not be reason for ruling samples invalid.

12.0 Embossing and Debossing, Size of Tag, and Registration Numbers and Letters

1. All license tags, except motorcycle tags, shall be nominally twelve inches by six inches (12" X 6") in size. The margin around the regular license tag shall be debossed unless otherwise specified and shall have a three sixteenth inch (3/16") flat flange rim. Letters and numbers shall be embossed above the tag surface sixty to seventy-five one thousandths inch (60/1000" - 75/1000). For the license tags manufactured with the Yellow heavy truck sheeting, there shall be a debossed border. A hole slightly larger than one quarter (1/4) inch shall be placed in each of the license tag's four (4) corners two and one half (2 1/2) inches from the sides and five eighths (5/8) inch from the top and bottom. All registration numbers, unless otherwise specified, shall be approximately two and one half (2 1/2) inches high and one (1) inch wide and have a stroke (painted surface of any element of a character) of approximately one quarter (1/4) of an inch. Unless otherwise specified, there shall be a debossed or otherwise designated area in the lower right hand corner of all the twelve inch by six inch (12" X 6") tags for application of validation decals one inch by one and one half inches (1" X 1 1/2") in size and a debossed or otherwise designated area in the upper right hand corner for plates without the county of registration embossed in the bottom center of tag for same size for validation sticker.
2. All motorcycle license tags shall be seven inches by four inches (7" X 4") in size. No rim (except Dealer and Shriner). Letters and numbers shall be printed. Unless otherwise specified, all motorcycle registration numbers should be approximately one and three quarters (1 3/4) inches in height and a width of three quarters (3/4) of an inch with a stroke of approximately sixteen hundredths (.16) of an inch. There shall be an area designated in the lower right hand corner of the motorcycle tag for application of validation decals three-fourths inch by one and three-eighth inches (3/4" X 1 3/8") in size.
3. The color for the heavy truck tags shall be a Yellow background with Black numbers and letters and shall be referred to as heavy truck sheeting. The color for the regular license tags shall be the Mississippi graphic design as specified for the new tag series, with Blue letters and numbers and shall be referenced to as Mississippi graphic design. Government tags shall have White background with Blue letters and numbers and shall be referred to as government sheeting. Specification for special license tag colors are described under each license tag paragraph.

13.0 Quality

All license plates manufactured under these specifications must be finished in a manner to show good workmanship and good appearance. This includes the uniform painting of embossed characters. Painted characters shall be uniformly outlined with no smears or

skips, and colors must be uniformly maintained. The State reserves the right to reject any license plates that do not conform to the specification as contained herein. Unacceptable workmanship shall be immediately remade and delivered within ten (10) working days of notification with no additional cost to the State. The License Tag Commission or its representative shall be the only authority to determine the quality of the license plates.

14.0 Proofs / Samples

The bidder shall supply two (2) sample plates from each plate category at the time of the bid. A corporate officer of the license plate manufacturer shall certify that these plate samples were manufactured on the same manufacturing equipment that will be used to manufacture the license tag quantities as required herein.

The successful bidder shall produce two (2) proofs of each tag type for approval by the Department of Revenue prior to the inception of the contract. This provision may be waived by the Department of Revenue.

Section IV - PLATE DESIGN SERVICE / GRAPHICS / TOOLING

1.0 Design

The reflective sheeting manufacturer shall maintain a full-time professional design service to assist the state in creating a license plate of high legibility, recognizability and desired aesthetics.

The license plate manufacturer shall maintain a full-time design service to assist the state in creating specialty and/or ongoing license plates and license plate designs of high legibility, recognizability and desired aesthetics.

Consistency of printing and roll coat inks must be maintained throughout the contract period. The reflective sheeting manufacturer must provide for and maintain a compatible color match to existing and/or selected designs by the state. The sheeting manufacturer will be required to furnish sheeting based on the current license plate design/format or any approved state design. Failure to match and maintain colors in accordance with this section may be cause for contract cancellation.

Should it be required, special-plate-category designs shall be provided by the sheeting manufacturer in standard roll form to the license plate manufacturer so that they can be manufactured into finished plates by the same process and on the same machinery as used for the basic design(s) covered by this contract. The successful bidder must be able to provide these designs in quantities as limited as one 750 ft. roll of material.

The state reserves the right to redesign any or all of the plates required under these specifications during any resulting contract period.

Section V - TECHNICAL SERVICE

The reflective sheeting supplier shall, without additional cost, provide the license plate manufacturer with expert technical service and product information. A list of expert technical service personnel and their qualifications shall be provided if requested.

To ensure continued quality license plate manufacture, the sheeting supplier shall, without additional cost, provide the state's license plate manufacturing facility of choice with a minimum of one day of on-site technical maintenance service per 100 days of actual production.

The sheeting manufacturer shall provide a list of available stocked parts to the license state's license plate manufacturing facility of choice. In event of equipment failure the sheeting manufacturer shall ship stocked replacement parts by express carrier within 12 hours of notifications.

On-site technical service shall be available within 48 hours of notification by the manufacturing shop of production difficulties.

Section VI - INFORMATION ON EACH MULTIYEAR LICENSE TAG

Upon all regular License Tags, except for those specified, the graphic design shall be part of the sheeting supplied and should be transparent or opaque as determined by the Mississippi License Tag Commission. The graphic design and color of the background shall be as mutually approved by the Mississippi License Tag Commission and the manufacturer of the reflective sheeting and shall be referred to as Mississippi graphic. Unless otherwise specified, the registration number shall be embossed. The manufacturer may use screen printing or a durable digital method to print specified specialty plates and/or logos. The numbering scheme for each particular class and type of tag is included with its individual description and may be changed by the Department of Revenue during the contract period. Omissions of certain combinations of alpha and/or numeric characters shall be provided to the successful bidder by the Department of Revenue and may be updated during the contract period as needed. See page 43 of these specifications for the current omissions.

A. Private Carrier

1. Private Passenger Carrier:

The private passenger registration number shall consist of up to seven (7) characters: Three (3) alphabetical and three (3) numeric with approximately a three (3) inch space in between (Example: ABC 123; ABC 1234) or three (3) alphabetical and four (4) numeric. The six (6) or seven (7) character registration number shall be centered on the face of the license plate. The private passenger tags shall also

have the name of the county of registration embossed in the bottom center of the tag. This tag shall have the Mississippi graphic design.

2. Private Property Carrier, 6,000 lbs.:

The Private property carrier registration number shall consist of up to seven (7) characters: Two (2) alphabetical and one (1) numeric and three (3) numeric or two (2) alphabetical and one (1) numeric and four (4) numeric with approximately a three (3) inch space in between the first and second numeric characters (Example: AB1 234; AB1 2345). The six (6) or seven (7) character registration number shall be centered on the face of the license plate. The private property carrier tags shall also have the name of the county of registration embossed in the bottom center of the tag. This tag shall have the Mississippi graphic design.

3. Personalized:

The personalized registration number may consist of one (1) to seven (7) printed characters, either alphabetical or numeric or a combination of both. The name of the county of registration shall be printed in the bottom center of the tag. Personalized license tags shall be ordered as applied for and are mailed directly to the taxpayer (Direct Mail). This tag shall have the Mississippi graphic design.

4. Disabled: (Tag Type code: DB). The disabled license tag shall have a registration number that consists of seven (7) characters: The alphabetic embossed characters "DB" shall be stacked vertically on the left side of the tag. The International Disabled Symbol will be embossed between "DB" and the five alpha/numeric characters. The disabled tag will have the county of registration embossed on the bottom center of the tag. This tag shall have the Mississippi graphic design.

B. Property Carrier, 6,001 lbs. -to- 10,000 lbs. G.V.W. (Gross Vehicle Weight) Tags

The 10,000 lbs. property carrier registration number shall consist of six (6) or seven (7) characters: One (1) numeric and two (2) alphabetical, three (3) numeric or one (1) numeric, two (2) alphabetical and four (4) numeric with approximately a three (3) inch space in between the second alphabetic and the three numeric (Example: 9FA 123 or 9FA 1234). The embossed registration number shall be centered on the face of the license tag. The class and weight, as indicated, shall be embossed in the bottom center of the tag under the registration number (Example: B-10 or F-10). This tag shall have the Mississippi graphic design.

C. Property Carrier, In Excess of 10,000 lbs. G.V.W.

The word "MISSISSIPPI" shall be script printed in across the top center of each tag. The colors shall be a Yellow background with Black printed letters and numbers and shall be referred to as heavy truck sheeting. This color is set by the Department of Revenue every five (5) years. The printed registration numbers and the letters F and B shall be centered on the face of the license tag from top to bottom and shall be two and one half (2 1/2)

inches high and one (1) inch wide. The weight class numbers shall be one and three-fourths (1 3/4) inches high. These tags shall have a debossed border.

1. The classification of Private Carrier of Farm Property license tags shall have the letter "F" preceding the weight class number on the left side of the tag. The registration number shall be to the right side of the tag. The word "FARM" shall be printed in the bottom center of the license tag.
2. The classification of Common, Contract and Private Commercial Carriers of Property shall have the letter "B" preceding the weight class number on the left side of the tag. The registration number shall be to the right side of the tag.
3. The classification of Apportioned Vehicle in Excess of 10,000 lbs. G.V.W. shall have the printed letter "A" on the left side of the tag and the printed registration number on the right side of the tag. The word "APPORTIONED" shall be printed in the bottom center of the license tag.

D. Temporary Tags

The colors will be a WHITE background with GREEN embossed numbers and letters. The word "MISSISSIPPI" will be embossed in capital letters across the top center of the license tag. The word "TEMPORARY" shall be embossed in the bottom center of each license tag. The registration number shall consist of a maximum of five (5) or six (6) numeric characters embossed in the center of the face of the license tag, and shall have an embossed rim.

E. School Bus (Tag Type code: SB)

The embossed letters "SB" followed by a space shall precede the four (4) or five (5) digit registration number and shall be embossed across the center of the tag and "School Bus" shall be embossed across the bottom center of the tag. This tag shall have the Mississippi graphic design and a debossed rim.

F. Church Bus (Tag Type code: CB)

The embossed letters "CB" followed by a space shall precede the four (4) or five (5) digit registration number and shall be embossed across the center of the tag and "Church Bus" shall be embossed across the bottom center of the tag. This tag shall have the Mississippi graphic design and a debossed rim.

G. Taxicabs (Tag Type code: TX)

The embossed letters "TX" followed by a space shall precede the four (4) digit registration number and shall be embossed across the center of the tag and "TAXI" shall be embossed across the bottom center of the tag. This tag shall have the Mississippi graphic design and a debossed rim.

H. Ambulance (Tag Type code: AM)

The embossed letters "AM" followed by a space shall precede the four (4) digit registration number and shall be embossed across the center of the tag and "AMBULANCE" shall be embossed across the bottom center of the tag. This tag shall have the Mississippi graphic design and a debossed rim.

I. Hearse (Tag Type code: HR)

The embossed letters "HR" followed by a space shall precede the four (4) digit registration number and shall be embossed across the center of the tag and "HEARSE" shall be embossed across the bottom center of the tag. This tag shall have the Mississippi graphic design and a debossed rim.

J. Fleet (tag Type code: FL)

The embossed letters "FL" followed by a space shall precede the five (5) numeric or four (4) numeric and one (1) alpha registration number and shall be embossed across the center of the tag and "FLEET" shall be embossed across the bottom center of the tag. This tag shall have the Mississippi graphic design and a debossed rim.

K. Trailers

Trailer tags shall have the same dimensions as other license tags and shall have the Mississippi graphic design, unless otherwise specified.

1. Private trailer tags shall have "TLR" embossed vertically stacked on the left side of the tag and the registration number which shall consist of not more than six (6) digits embossed to the right side of the tag. The word "TRAILER" shall be embossed across the bottom center of the tag. This tag shall have the Mississippi graphic design.
2. Motorcycle trailer tags (Tag Type code: TM) shall have the letters "MC" and "T" preceding the registration number. The "MC" shall be printed vertically to the far left side of the tag and the printed "T" should immediately follow and equal the size of the registration numbers. The motorcycle trailer tag number shall have no more than a four (4) digit registration number printed on the right side of the tag. The motorcycle trailer tag shall have the same dimensions and be on the same graphic design as the regular motorcycle license tags. The word "Trailer" shall be printed across the bottom center of the tag. This tag shall have the Mississippi graphic design.
3. Personalized private trailers tags (Tag Type code: TV). The registration number may consist of one (1) to seven (7) printed characters, either alphabetical or numeric or a combination of both. The word "TRAILER" shall be printed in the bottom center of the tag and shall have "TLR" vertically stacked on the left

side of the tag. Personalized trailer license tags shall be ordered as applied for and are mailed directly to the taxpayer (Direct Mail). This tag shall have the Mississippi graphic design.

4. Regular semi-trailer tags: Regular semi-trailer tags (heavy) shall have the printed letter "T" following the registration number which shall consist of not more than five (5) digits printed to the right side of the tag and shall use the heavy truck sheeting. The word "SEMI" shall be printed across the bottom center of the tag. The letters "TLR" shall be printed vertically stacked on the far left side of the tag. This tag shall use a Yellow background with Black numbers and letters and a debossed rim.
5. Permanent Apportioned semi-trailer tags: The word "MISSISSIPPI" shall be embossed in capital letters across the top center of each tag. Permanent Apportioned semi-trailer tags shall have the embossed letter "A" following the registration number which shall consist of not more than six (6) digits embossed to the right side of the tag and shall use the (red) heavy truck sheeting. The word "PERMANENT" shall be embossed across the bottom center of the tag. The letters "TLR" shall be embossed vertically stacked on the far left side of the tag. This tag shall use a Red background with White embossed numbers and letters and an embossed rim.
6. Personalized Motorcycle trailer tags (Tag Type code: MT). The registration number may consist of one (1) to seven (7) printed character's, either alphabetical or numeric or a combination of both. The word "TRAILER" shall be printed in the bottom center of the tag and shall have "MC" vertically stacked on the left side of the tag. Personalized trailer license tags shall be ordered as applied for and are mailed directly to the taxpayer (Direct Mail). This tag shall have the Mississippi graphic design.

L. Motorcycles

1. Regular motorcycle tags (Tag Type code: MC) shall have the letters "MC" printed vertically to the left side of the tag. The registration number which shall consist of not more than five (5) characters is printed to the right side of the tag. These tags use the Mississippi graphic motorcycle design, and have no rim.
2. Government owned motorcycle (Tag Type code: GM) tags shall be on white government sheeting and have the letter "G" and three (3) registration numbers printed following the vertically printed letters "MC" and the word "GOVERNMENT" shall be printed at the bottom center of the tag. The word "MISS." shall be printed at the top center of the tag. The words "TAX EXEMPT" shall be printed vertically on the left side of the tag. No rim.
3. Disabled motorcycle (Tag Type code: DM) tags shall display a printed International Disabled Symbol after the letters "MC" printed vertically, followed by a printed

registration number of three numeric characters to the right side of the tag. These tags use the Mississippi graphic motorcycle design, and have no rim.

4. Hearing Impaired motorcycle (Tag Type code: HM) tags shall display a printed International Hearing Impaired Symbol after the letters "MC" printed vertically, followed by a registration number of three numeric characters. The words "Hearing Impaired" shall be printed at the bottom of the tag. These tags are printed on the white sheeting, and have no rim.
5. Personalized motorcycle tags may consist of one (1) to six (6) printed characters, either alphabetical or numeric, or a combination of both. These tags use the Mississippi graphic motorcycle design, and have no rim. The letters "MC" shall be printed horizontally on the bottom center of the tag.
6. Purple Heart Motorcycle (Tag Type Code: P1) tags shall display a printed Purple Heart metal on the left side of the tag. The registration number which shall consist of not more than five (5) characters is printed to the right side of the tag. These tags are printed on the white sheeting and have the words "PURPLE HEART" shall be printed at the bottom of the tag.
7. Pearl Harbor Motorcycle (Tag Type Code H1) tags shall display a printed Pearl Harbor Survivor on the left side of the tag and the red, white and blue flag on the top right corner of the plate. The registration number which shall consist of not more than four (4) characters is printed to the right side of the tag. These tags are printed on the white sheeting and have the words "DECEMBER 7, 1941" shall be printed at the bottom of the tag.
8. Veteran Motorcycle (Tag Type Code V1) Veterans tags shall use a White background with Blue printed letters and numbers. The printed registration number shall be four (4) numeric characters followed by the letter V and be flushed to the right of the tag. The American Flag shall be printed in the top left, and the word "Veteran" shall be printed in Red on the bottom center of the tag in a font specified by the Department of Revenue.
9. Grand Lodge Motorcycle (Tag Type Code G1) shall use a White background with Blue printed numbers and letters. The printed registration number shall be four (4) numeric characters and be flushed to the right and the words "FREEMASON" shall be printed at the bottom of the tag.

M. Mississippi Highway Patrol (Tag Type code: HP)

Mississippi Highway Patrol tags shall use a white background with Blue printed numbers and letters. The tag will have the abbreviation "MHP" printed horizontally on the far right center of the tag. The badge/patch emblem will be printed on the far left center of the plate. The registration number shall consist of three (3) or four (4) characters and be printed on the far right center of the tag in Yellow letters within Blue border with Red line on top and

bottom of border. The word "STATE TROOPER shall be printed at the bottom center of the tag.

N. Mississippi National Guard

1. There shall be a series of tags for the State Mississippi National Guard. Tags shall be designated by the letters "MNG" printed to the left side of the tag and the registration number which shall consist of three (3) digits shall be printed to the right side of the tag. The words "STATE" shall be printed in the bottom center of the tag. This tag shall use the Mississippi graphic design.
2. There shall be a series of tags designated as National Guard tags. The words "NATIONAL GUARD" shall be embossed across the bottom center of the tag. On each side of the registration number which shall consist of five (5) digits, there shall be embossed figures (a soldier on the left and a plane on the right) representing the National Guard -- the designs for which will be furnished by the Department of Revenue. This tag shall use the Mississippi graphic design.
3. There shall be a special series of tags designated as Official National Guard Passenger Car Tags. The words "NATIONAL GUARD" shall be printed across the bottom center of the tag. On each side of the registration number which shall consist of up to three (3) printed digits centered on the tag, there shall be printed figures (a soldier on the left and a plane on the right) representing the National Guard -- the designs for which shall be furnished by the Department of Revenue. There may be one hundred (100) Special National Guard tags for specific persons. This tag shall use the Mississippi graphic design.

O. Amateur Radio Operator License (Tag Type code: AR)

There shall be a special series of tags designated as Official Amateur Radio tags for passenger cars upon which, in lieu of figures representing the registration number of the tags, shall be printed official amateur radio call letters as assigned by the Federal Communication Commission. The letters shall be furnished by the Department of Revenue. The name of the county of registration shall be printed across the bottom center of the tag. This tag shall use a White background with Dark Green letters and numbers. The words "Amateur Radio" and a graphic design of a radio tower shall be printed on the left side of the tag.

P. Antique Automobile / Antique Truck / Antique Motorcycle / Street Rod

Antique and street rod plates shall have a debossed border (unless otherwise specified) and no debossed validation wells.

1. Antique Car tags (Tag Type code: AQ): The design shall be furnished by the Department of Revenue. The word "MISSISSIPPI" shall be printed in capital letters across the top center of each tag. The Antique Tag color shall be White

background with Black letters and numbers. The registration number shall consist of six (6) digits and be printed on the right of the tag. A graphic design of an antique automobile with the words "Antique Car" shall be printed on the far left side of the tag.

2. Antique Car Vanity tags (Tag Type code: Q1): The design shall be furnished by the Department of Revenue. The word "MISSISSIPPI" shall be printed in capital letters across the top center of each tag. The Antique Tag color shall be White background with Black letters and numbers. The registration number shall consist of a combination of six (6) alpha and/or numeric digits and be printed on the center of the tag. The words "Antique - Car" shall be printed on the bottom center of the tag.
3. Antique Truck tags (Tag Type code: AT): The design shall be furnished by the Department of Revenue. The word "MISSISSIPPI" shall be printed in capital letters across the top center of each tag. The Antique Truck Tag color shall be White background with Black letters and numbers. The registration number shall consist of six (6) digits and be printed on the right of the tag. A graphic design of an antique truck with the words "Antique Truck" shall be printed on the far left side of the tag.
4. Antique Vanity Truck tags (Tag Type code: T1): The design shall be furnished by the Department of Revenue. The word "MISSISSIPPI" shall be printed in capital letters across the top center of each tag. The Antique Truck Tag color shall be White background with Black letters and numbers. The registration number shall be a combination of six (6) alpha and/or numeric digits and be printed on the center of the tag. The words "Antique - Truck" shall be printed on the bottom center of the tag.
5. Antique Motorcycle tags (Tag Type code: MA): The word "MISS." shall be printed on the top center of the plate. "MC" shall be printed vertically on the left side of the tag and the registration number, which shall consist of up to four (4) printed numeric characters on the right side of the tag. "Antique Motorcycle" shall be printed on the bottom center of the license plate using a font prescribed by the Department of Revenue. The license plate shall have no rim and shall be White background with Black letters and numbers.
6. Antique Vanity Motorcycle tags (Tag Type code: M1): The word "MISS." shall be printed on the top center of the plate. "MC" shall be printed vertically on the left side of the tag and the registration number, which shall consist of up to a combination of four (4) printed alpha and/or numeric characters on the right side of the tag. "Antique - Motorcycle" shall be printed on the bottom center of the license plate using a font prescribed by the Department of Revenue. The license plate shall have no rim and shall be White background with Black letters and numbers.

7. Street Rod tags (Tag type code: SR): The word "MISSISSIPPI" shall be printed in capital letters across the top center of each tag. The Street Rod tag color shall be White background with Red letters and numbers. The words "STREET ROD" shall be printed to the left side of the tag. The registration number shall consist of five (5) digits and be printed on the center right of the tag.

Q. Sheriff's Office (Tag Type code: SO)

The registration number shall be printed in the center of the tag and shall consist of two (2) numeric characters, a space, the alphabetic characters "SO," a space, and two (2) numeric characters. The county name shall be printed across the bottom center of the tag. This tag shall use the Mississippi graphic sheeting design.

R. Disabled Veterans

1. 100% Disabled Veteran (Tag Type code: DV): The DAV tag shall be on a White background with Blue printed letters and numbers. A white box with the flag of the United States of America in Red, White, and Blue colors and the words "U.S. ARMED FORCES" printed in Blue directly under the flag shall be printed on the left center of the tag. The words "100% DAV" shall be printed in Red across the bottom center of the tag. The registration number shall consist of four (4) numeric characters followed by a space and the alpha character "D" printed in the right center of the tag. The squiggly Mississippi shall be Blue.
2. Less Than 100% Disabled Veteran (Tag Type code: DV): The DAV tag shall be on a White background with Blue printed letters and numbers. A white box with the flag of the United States of America in Red, White, and Blue colors and the words "U.S. ARMED FORCES" printed in Blue directly under the flag shall be printed on the left center of the tag. The words "DISABLED AMERICAN VETERAN" shall be printed in Red across the bottom center of the tag. The registration number shall consist of four (4) numeric characters followed by a space and the alpha character "D" printed in the right center of the tag. The squiggly Mississippi shall be Blue.

S. Ex-Prisoner of War (Tag Type code: PW):

The Ex-POW tags shall be the same as the 100% DAV tags except the words "EX-POW" shall be printed in Red across the bottom center of the tag and the registration number shall consist of four (4) numeric followed by the alpha character "W".

T. Government Owned Vehicles (Tag Type code: G)

Government owned vehicle license tags shall use the white government sheeting. The tags shall have a debossed rim. The word "MISSISSIPPI" shall be printed across the top center of the tag. The words "TAX EXEMPT" shall be printed vertically on the far left side of

the tag. The word "GOVERNMENT" shall be printed across the bottom center of the tag. The registration number shall consist of the alpha character "G," a space, and five numeric characters. There shall be no debossed validation wells.

U. Armed Forces

1. Retired (Tag Type code: RF)

Retired Armed Forces license tags shall use a White background with Blue printed letters and numbers. The words "U.S. ARMED FORCES RETIRED" shall be printed in Blue in the left center of the tag with the registration number printed in the right center of the tag. In addition, the American Flag shall be printed in the top left corner, and the Service Branch (Army, Navy, Air Force, Marine, Coast Guard, U.S. Reserves, Merchant Marine or National Guard) shall be printed in Red on the bottom center of the tag. The squiggly Mississippi shall be Blue. All Armed Forces Retired tags shall have the MONTH/YEAR printed in the lower right portion of the tag, and COUNTY printed in the upper right portion of the tag.

2. Active Reserve (Tag Type code: AF)

Active Reserve tags shall use a White background with Blue printed letters and numbers. The registration number shall be specified by the Department of Revenue and be flushed to the left of the tag. On the right of the tag there shall be an image of the American flag and the words "U.S. ARMED FORCES" printed in Blue directly underneath the flag. "ACTIVE RESERVE" shall be printed in Red in the bottom center of the tag. All Armed Forces Active Reserve tags shall have MONTH/YEAR printed in the lower right portion of the tag, and COUNTY printed in the upper right portion of the tag.

3. Veteran (Tag Type code: VT)

Veteran tags shall use a White background with Blue printed letters and numbers. The printed registration number shall be four numeric characters following by the letter V and be flushed to the right of the tag. The American Flag shall be printed in the top left, and the word "Veteran" shall be printed in Red on the bottom center of the tag in a font specified by the Department of Revenue. All Armed Forces Veteran tags shall have MONTH/YEAR printed in the lower right portion of the tag, and COUNTY printed in the upper right portion of the tag.

V. Institutes of Higher Learning Tag Type code: UV):

State University, Private University, and Community College tags shall use a White background with an emblem printed in the left center of the tag with the registration number printed in the right center of the tag. The emblem designs shall be furnished by the Department of Revenue. The registration number shall consist of

four (4) printed numeric and one (1) printed alpha character. The characters shall be arranged in a sequence as indicated by the Department of Revenue.

W. Sample and Miscellaneous Special

Note: All plates listed in this section are category (3) tags (consist of Mississippi Graphic, Special, and Misc designs).

1. Sample license tags shall have the same general description as the regular passenger tags except instead of the county of registration, the word "SAMPLE" shall be embossed across the bottom center of the tag. The registration number for all sample tags shall be SAM 000 or SAM 0000 (depending on which mask is used during the contract period).
2. There shall be the following special tags for which the information (designs, colors, numbering sequences, etc.) shall be supplied by the Department of Revenue.

<u>TAG TYPE CODE:</u>	<u>Tag Description</u>
FH	4-H Club*****
AF	Active Duty/Retired Reserves/ Active Duty Armed Forces Retired*
AL	American Legion (and Auxiliary) **
AG	Farm Families *****
AV	Afghanistan Veteran*****
PV	MS Afterschool Alliance*****
AI	Air Medal*
AK	Alpha Kappa Alpha Sorority*****
AP	Alpha Phi Alpha Fraternity*****
VF	Veterans of Foreign Wars*
AU	Auburn University*****
AA	Autism Awareness*****
BW	Share the Road (Bicycle Advocacy) *****
BR	Biloxi Public School District*****
CH	Blair E. Batson Children’s Hospital
BL	MS Blood Services*****
BU	MS Home of the Blues*****
LC	Board of Contractors*****
BO	Booneville School District*****
AJ	Boy Scouts of America*****
BA	Breast Cancer Awareness*****
BS	Bronze Star*****
BSD	Bronze Star Disabled*****
1W	Catch a Dream*****
CF	Cattleman’s Foundation*****
IM	MS Children’s Museum*****

CL	Choose Life*****
CA	Civil Air Patrol*****
FM	Coastal Conservation*****
CR	Colon Cancer Prevention*****
CS	Columbia School District*****
CN	Combat Veteran/Combat Infantryman Badge Recipient*****
DM	Defense Freedom Medal*****
DS	Delta Sigma Theta Sorority*****
DW	Delta Waterfowl*****
OH	Dental Hygienists*****
DD	Diabetic*****
DC	Distinguished Flying Cross*
DN	Dixie National*****
PD	Marine Mammal (Protect Dolphins) *****
DA	Down Syndrome Association*****
DU	Ducks Unlimited*****
DX	Dyslexia Awareness*****
JC	East Central Attendance Center*****
EP	Electric Power Association*****
EB	Enterprise School District*****
EI	Tupelo Elvis Presley Fan Club*****
ME	MS State Equine Association*****
TO	Fannie Lou Hamer Cancer Foundation*****
AG	Farm Families of MS*****
LH	MS Family Physicians Foundation*****
FF	Firefighter*
FA	Forestry Association*****
FJ	Friends of Jackson County Animal Shelter*****
RP	George County School District*****
GT	Germantown High School*****
GS	Gold Star*****
	Air Force*****
	Army*****
	Marines*****
	Navy*****
GV	Governor*****
LG	LT Governor*****
GL	Grand Lodge*****
	Motorcycle*****
1C	Gulf Coast Regional Tourism Partnership*****
GP	Gulfport Police Athletic League*****
GA	Gulfport School District*****
HG	Hattiesburg School District*****
DF	Hearing Impaired*****
HM	Hearing Impaired Motorcycle*****

HJ	Heroines of Jericho*****
3C	Historic Natchez/City of Natchez*****
HC	Holmes Community College*****
FO	Honoring Fallen Officers*****
HV	Honoring Veterans*****
SE	MS Senator**
HS	MS House of Representative**
CD	I Care for Animals*****
SG	Institute for Marine Mammal Studies – Shark*****
IV	Iraq Veteran*****
JZ	Jackson Zoo*****
IU	Kappa Alpha Psi Fraternity*****
KR	Kemp’s Ridley Sea Turtle*****
KIA	Killed in Action*
KC	Knights of Columbus*****
LS	Lafayette County School District*****
NA	Lanier High School*****
LL	Laurel School District*****
LE	Law Enforcement*** Police Sheriff State
EM	MS Association of Emergency Services*****
PG	MS Golf Association*****
PL	MS Law Enforcement Supporter*****
LB	LeBonheur Children’s Hospital*****
ML	MS Loggers Association*****
MO	MS Motosteps*****
4U	MS Public Broadcasting*****
TK	MS Toughest Kids Foundation*****
DT	MS Department of Transportation**
LA	Louisiana State University*****
MJ	Madison Jaguars*****
MP	Marine Corps*****
MH	Medal of Honor*
KO	Mixed Martial Arts*****
MW	MW Stringer Grand Lodge*****
NC	NASCAR**
NR	National Rifle*****
NT	National Wild Turkey Federation*****
NM	Navy and Marine Corps*****
NO	New Orleans Saints*****
NF	MS Nurses Foundation*****
OG	Oak Grove High School*****
OS	Ocean Springs Athletic Foundation*****
OB	Olive Branch High School*****

MQ	Omega Psi Phi Fraternity*****
OX	Oxford School District*****
OT	MS Organ Recovery*****
PB	Pearl Harbor*
RZ	Pearl River Valley*****
PH	Purple Heart*****
PH0	Purple Heart Disabled*****
FP	Pearl Public Schools*****
SP	Petal School District*****
HU	Phi Beta Sigma Fraternity*****
UV	Private Colleges/Universities*****
FC	Professional Firefighter*****
BB	Professional Hair Designer*****
AE	Profession of Pharmacy*****
RD	Rankin County School District*****
MR	MS Realtors*****
RF	Retired Armed Forces*
RE	Retired Law Enforcement*****
RT	Retired State Troopers*****
RS	Ridgeland High School*****
RI	Rotary District*****
SM	Shrine Motorcycle**
SL	Silver Star*****
SA	Youth Soccer*****
SC	Soil Conservation*****
CV	Sons of Confederate Veterans*****
C	Sons of Confederate Veterans Motorcycle*****
SJ	St. Jude Children's Research Hospital*****
YJ	St. Martin High School*****
ST	St. Patrick High School*****
EF	South Panola School District*****
SO	Starkville Oktibbeha Football*****
SF	Stennis Flag*****
GO	Stone County School District*****
SS	Sunflower Schools*****
ED	Support Teachers*****
MS	MS Tennis Association*****
TS	Tupelo Public School*****
US	US Senator and former**
UH	US House of Representative and former**
CT	University of Alabama*****
MU	University of Memphis*****
VB	Vancleave Home Run Club*****
VV	Vietnam Veterans*****
VS	Volunteers*****
WJ	West Jones High School*****

KN	West Lauderdale Knights*****
	Wildlife*****
WB	Bass*****
WD	Deer*****
WH	Hummingbird*****
WT	Turkey*****
WL	Lab*****
WS	Speckled Trout*****
WR	Rabbit*****
WB	Butterfly*****
WM	Mallard*****
WO	Wildlife Enforcement*****
WF	Wildlife Federation*****
ZP	Zeta Phi Beta Society*****

*White Sheeting; with Blue Letters and Numbers; Bottom in Red

**Special Orders

***Mississippi Graphic Sheeting symbol on left; four (4) numeric followed by alpha "E"

*****Special design; White sheeting

For further information or for graphic description of any specific tag, contact DOR.

Section VII - INFORMATION ON EACH ANNUAL TAG

Sheeting color is to be specified yearly by the Department of Revenue. The numbering scheme for each particular class and type of tag is included with its individual description and may be changed by the Department of Revenue during the contract period. Omissions of certain combinations of alpha and/or numeric characters shall be provided to the successful bidder by the Department of Revenue and may be updated during the contract period.

A. Rental Trailer Tags (Tag Type code: TR):

All Rental trailer tags are five (5) year issue tags and shall be made as needed. Rental trailer tags shall have the letter "R" following the registration number which shall consist of not more than five (5) digits printed on the right side of the tag and shall use the heavy truck sheeting. In the lower left corner of the tag the word "OCT" shall be printed and in the lower right corner the last two (2) numbers of the expiration year. The word "RENTAL" shall be printed across the bottom center of the tag.

B. Dealers

All dealer tags are annual issue license tags and shall be made each year. There shall be six (6) classifications of dealer tags. The word "MISSISSIPPI" shall be embossed across

the top of all dealer tags. The numbers shall be approximately two and one half (2 1/2) inches high and one (1) inch wide embossed horizontally on the right center of the tag. The color of all dealer tags shall be determined by the Department of Revenue. In addition, they shall have the word "OCT" embossed in the lower left corner of the tag and the last two (2) numbers of the expiration year of the annual designation as applicable embossed in the lower right corner of the tag.

1. **Auto Dealer Tags:** The tag shall have a (6) digit registration number with the first three (3) digits, a space and the last three (3) digits centered on the face of the tag (Example: 100 100). The words "NEW DEALER" or "USED DEALER" shall be embossed across the bottom center of the tag. Embossed rim.
2. **Heavy Truck Dealer Tags:** Tags shall have the words "Truck" and "Dealer" embossed horizontally on the left side of the tag and shall have the word "DEMO" embossed across the bottom center of the tag. The registration number shall consist of the letters "TK" followed by three (3) digits and shall be embossed to the right side of the tag. The letters of the word "DEMO" shall be approximately one (1) inch high and approximately three fourths (3/4) inch wide. Embossed rim.
3. **Manufacturer Tags:** Tags shall have the word "MANUFACTURER" embossed across the bottom center of the tag. The registration number shall consist of five (5) digits and be embossed in the center of the tag. Embossed rim.
4. **Wholesale Dealer Tags:** The tag shall have a (6) digit registration number with the first three (3) digits, a space and the last three (3) digits centered on the face of the tag (Example: 301 100). The words "WHOLESALE" shall be embossed across the bottom center of the tag. Embossed rim.
5. **Trailer Dealer Tags:** Tags shall have the word "DEALER" embossed horizontally on the left side of the word "TRAILER" and embossed across the bottom center of the tag. The registration number shall consist of five (5) digits and shall be embossed to the right side of the tag. Embossed rim.
6. **Motorcycle Dealer Tags:** The block letters "MISS" are printed at the top center of the tag. Tags shall have the word "DEALER" printed across the bottom center of the tag. The letters "M" over "C" shall be embossed at the far left side and in the same dimensions as the motorcycle tags. The registration number shall consist of three (3) digits and be embossed on the right side of the tag. The size of the tag and characters are specified under Section K. The word "OCT" is printed on the top left and the numbers are the last two (2) numbers of the expiration year of the annual designation are printed on the top right. Embossed rim.

C. Shriner's Motorcycle Tags (Tag Type code: SM)

Tags shall have the same dimensions as the regular motorcycle tags. This distinctive tag shall have a Brilliant Yellow background; "MISS" printed in red letters on the top of the

tag; and the designated number of the particular tag in embossed red numbers in the middle right of the tag. These tags shall be numbered commencing with the number "1". The last two (2) numbers of the expiration year of the annual designation, or other designation as applicable shall be printed in red numerals on the lower right corner under the registration number. The month "OCT" shall be printed in red letters on the lower left corner underneath the green printed shriner emblem. Embossed rim.

Appendix A

Omissions

OMITTED LICENSE PLATE NUMBERS, LETTERS, AND COMBINATIONS UNLESS OTHERWISE SPECIFIED. ADDITIONAL OMISSIONS MAY BE PROVIDED AT LATER DATES.

ALL TYPES OF LICENSE PLATES

THE COMBINATION OF 666 IS OMITTED EVEN IF WITHIN A LARGER NUMBER. EXAMPLE: 16660 WILL BE OMITTED. THE COMBINATION OF 00 IS OMITTED IF IT APPEARS WITHOUT ANOTHER NUMBER ADJACENT. EXAMPLE: 25R00 IS OMITTED AND A10100 IS ALLOWED.

FOR PRIVATE PASSENGER AND PROPERTY PLATES

LETTER "O" WILL ALWAYS BE OMITTED. NUMBERS 000 & 666 ALWAYS OMITTED.

COMBINATIONS OMITTED FOR PRIVATE PASSENGER PLATES:

APE ATE ASS ADK ASO ASY ANL ARS ASE ASY
BAD BAR BED BET BRA BVD BYG BLK BLO BAG
CAD CAT CUM CLT CNT CIA COC COK CUM
DCK DYK DIC DIK DNK DOA
EAT ERA
FAG FAT FCK FKN FKS FBI FDA FIX FRT FDK
GAG GAS GAY GYN GAA
HAG HCK HEX HEL HIV HOR
ICE
JAP JEW JFK JPD JIZ
KKK KEG KGB KUM KIL KMF KNT KOC KOK KOM
LAW LAY LBJ LSD LYE LIE LOO LDK LMF
MEX
NAG NRA NGR NGA NRK
PEE PEN PMP PAP PIS PCP PNS PSN PSR PSS
RAG RAM RAP RAT RAW RBR REB
SAC SAD SAG SAK SPY SXX SXY SEX STD SFU SHT SUC
SUK SXE
TNT TRD TIT TTY TTI TOK TTE
VFW
WAD WAP WAR WET WTF WOP
XTC XXX
YES

Appendix B

Category Codes

Category Codes for Sheeting Types:

(1) Miss Graphic Design
 Embossed Characters
 Embossed Inserts
 Debossed Rim
 Number of Tags: 702,715

(3) Miss Graphic Design
 Special Design/Misc Other
 Printed Registration #
 Printed Misc Info
 Debossed Rim
 Number of Tags: 133,030

(2) Miss Graphic Design MTC Size
 Printed Registration #
 Printed Misc Info
 No Rim
 Number of Tags: 11,055

(4) Misc Solid color Background
 Embossed Registration #
 Embossed Misc info
 Embossed Rim
 Number of Tags: 3,200

Cat.	Tag Name	Manufacturing Description
1	Ambulance	Graphic sheeting/embossed alphanumerics
1	B-10 Property Carrier	Graphic sheeting/embossed alphanumerics
1	Church Bus	Graphic sheeting/embossed alphanumerics
1	Disabled regular	Graphic sheeting/embossed alphanumerics
1	F-10 Property Carrier	Graphic sheeting/embossed alphanumerics
1	Fleet Individual	Graphic sheeting/embossed alphanumerics
1	Fleet B-10	Graphic sheeting/embossed alphanumerics
1	Fleet Corporate	Graphic sheeting/embossed alphanumerics
1	Fleet Heavy Truck	Graphic sheeting/embossed alphanumerics
1	Hearse	Graphic sheeting/ embossed alphanumerics
1	National Guard	Graphic sheeting/embossed alphanumerics
1	National Guard - Military	Graphic sheeting/embossed alphanumerics
1	National Guard - State owned/Military	Graphic sheeting/embossed alphanumerics
1	Private Trailer	Graphic sheeting/embossed alphanumerics
1	School Bus	Graphic sheeting/embossed alphanumerics
1	Standard Passenger	Graphic sheeting/embossed alphanumerics
1	Standard Pick-up	Graphic sheeting/embossed alphanumerics
1	Taxi	Graphic sheeting/embossed alphanumerics

2	Antique Motorcycle	White reflective, Flat alphanumeric printing
2	Antique Vanity Motorcycle	White reflective, Flat alphanumeric printing
2	Disabled Motorcycle	White reflective, Flat alphanumeric printing
2	Grand Lodge Motorcycle	White reflective, Flat alphanumeric printing
2	Government Motorcycle	White reflective, Flat alphanumeric printing
2	Hearing Impaired Motorcycle	White reflective, Flat alphanumeric printing
2	Motorcycle Dealer	Annual Reflective Embossed alphanumerics
2	Motorcycle Trailer	Graphic sheeting/FLAT alphanumerics
2	Motorcycle Vanity	Graphic sheeting/FLAT alphanumerics
2	Motorcycle Vanity Trailer	Graphic sheeting/FLAT alphanumerics
2	Purple Heart Motorcycle	White reflective, Flat alphanumeric printing
2	Sons of Confederate Veteran Motorcycle	White reflective, Flat alphanumeric printing
2	Standard Motorcycle	Graphic sheeting/FLAT alphanumerics
2	Veteran Motorcycle	White reflective, Flat alphanumeric printing
3	Active Reserve	White reflective, Flat alphanumeric printing
3	Afghanistan Veteran	White reflective, Flat alphanumeric printing
3	Air Medal	White reflective, Flat alphanumeric printing
3	Alcorn State University	White reflective, Flat alphanumeric printing
3	Alpha Kappa Alpha	White reflective, Flat alphanumeric printing
3	Alpha Phi Alpha	White reflective, Flat alphanumeric printing
3	Amateur Radio	White reflective, Flat alphanumeric printing
3	American Legion	White reflective, Flat alphanumeric printing
3	Antique Car	White reflective, Flat alphanumeric printing
3	Antique Car - Vanity	White reflective, Flat alphanumeric printing
3	Antique Truck	White reflective, Flat alphanumeric printing
3	Antique Truck - Vanity	White reflective, Flat alphanumeric printing
3	Auburn University	White reflective, Flat alphanumeric printing
3	Autism Awareness	White reflective, Flat alphanumeric printing
3	Belhaven University	White reflective, Flat alphanumeric printing
3	Bicycle Advocacy Group—Share the Road	White reflective, Flat alphanumeric printing
3	Biloxi Public School District	White reflective, Flat alphanumeric printing
3	Blair E Batson Children's Hospital	White reflective, Flat alphanumeric printing
3	Board of Contractors	White reflective, Flat alphanumeric printing
3	Booneville School District	White reflective, Flat alphanumeric printing
3	Boy Scouts of America	White reflective, Flat alphanumeric printing
3	Breast Cancer Awareness	White reflective, Flat alphanumeric printing
3	Bronze Star	White reflective, Flat alphanumeric printing

3	Bronze Star - Disabled	White reflective, Flat alphanumeric printing
3	Catch A Dream	White reflective, Flat alphanumeric printing
3	Choose Life	White reflective, Flat alphanumeric printing
3	Civil Air Patrol	White reflective, Flat alphanumeric printing
3	Coastal Conservation	White reflective, Flat alphanumeric printing
3	Colon Cancer Prevention	White reflective, Flat alphanumeric printing
3	Columbia School District	White reflective, Flat alphanumeric printing
3	Combat Veteran	White reflective, Flat alphanumeric printing
3	Defense of Freedom Medal	White reflective, Flat alphanumeric printing
3	Delta Sigma Theta	White reflective, Flat alphanumeric printing
3	Delta State University	White reflective, Flat alphanumeric printing
3	Delta Waterfowl Foundation	White reflective, Flat alphanumeric printing
3	Dental Hygienists	White reflective, Flat alphanumeric printing
3	Department of Transportation	Graphic sheeting/FLAT alphanumerics
3	Diabetes Foundation	White reflective, Flat alphanumeric printing
3	Disabled American Veteran	White reflective, Flat alphanumeric printing
3	Disabled American Veteran less than 100%	White reflective, Flat alphanumeric printing
3	Distinguished Flying Cross Air Medal	White reflective, Flat alphanumeric printing
3	Dixie National	White reflective, Flat alphanumeric printing
3	Down Syndrome Awareness	White reflective, Flat alphanumeric printing
3	Ducks Unlimited, Inc.	White reflective, Flat alphanumeric printing
3	Dyslexia Awareness	White reflective, Flat alphanumeric printing
3	East Central Attendance Center	White reflective, Flat alphanumeric printing
3	Electric Power Association	White reflective, Flat alphanumeric printing
3	Enterprise School District	White reflective, Flat alphanumeric printing
3	Ex-Prisoner Of War	White reflective, Flat alphanumeric printing
3	Ex-US House of Representative	White reflective, Flat alphanumeric printing
3	Ex-US Senator	White reflective, Flat alphanumeric printing
3	Fannie Lou Hamer Cancer Foundation	White reflective, Flat alphanumeric printing
3	Farm Families of Mississippi	White reflective, Flat alphanumeric printing
3	Firefighter	White reflective, Flat alphanumeric printing
3	Former Governor	Graphic sheeting/FLAT alphanumerics
3	Former Lt. Governor	Graphic sheeting/FLAT alphanumerics
3	Friends of Jackson County Animal Shelter	White reflective, Flat alphanumeric printing
3	George County School District	White reflective, Flat alphanumeric printing
3	Germantown High School	White reflective, Flat alphanumeric printing
3	God Bless America/ Sunflower schools	White reflective, Flat alphanumeric printing
3	Gold Star	White reflective, Flat alphanumeric printing
3	Governor	Graphic sheeting/FLAT alphanumerics
3	Grand Lodge of Mississippi	White reflective, Flat alphanumeric printing
3	Gulf Coast Regional Tourism Partnership	White reflective, Flat alphanumeric printing
3	Gulfport Police	White reflective, Flat alphanumeric printing

3	Gulfport School District	White reflective, Flat alphanumeric printing
3	Hearing Impaired	White reflective, Flat alphanumeric printing
3	Heroines of Jericho	White reflective, Flat alphanumeric printing
3	Historic Natchez	White reflective, Flat alphanumeric printing
3	Holmes Community College	White reflective, Flat alphanumeric printing
3	Honoring Fallen Officers	White reflective, Flat alphanumeric printing
3	Honoring Veterans	White reflective, Flat alphanumeric printing
3	I Care for Animals	White reflective, Flat alphanumeric printing
3	I Love Mississippi/Sunflower Schools	White reflective, Flat alphanumeric printing
3	Institute for Marine Mammals Studies - Dolphin	White reflective, Flat alphanumeric printing
3	Institute for Marine Mammals Studies - Shark	White reflective, Flat alphanumeric printing
3	Iraq Veteran	White reflective, Flat alphanumeric printing
3	Jackson State University	White reflective, Flat alphanumeric printing
3	Kappa Alpha Psi Fraternity, Inc.	White reflective, Flat alphanumeric printing
3	Kemp's Ridley Sea Turtle	White reflective, Flat alphanumeric printing
3	Killed in Action - Surviving Spouse	White reflective, Flat alphanumeric printing
3	Knights of Columbus	White reflective, Flat alphanumeric printing
3	Lafayette county School District	White reflective, Flat alphanumeric printing
3	Lanier High School	White reflective, Flat alphanumeric printing
3	Laurel School District	White reflective, Flat alphanumeric printing
3	Law Enforcement Supporter	White reflective, Flat alphanumeric printing
3	Law Enforcement - Police	White reflective, Flat alphanumeric printing
3	Law Enforcement - Sheriff	White reflective, Flat alphanumeric printing
3	Law Enforcement - State	White reflective, Flat alphanumeric printing
3	LeBonheur Children's Hospital	White reflective, Flat alphanumeric printing
3	Louisiana State University	White reflective, Flat alphanumeric printing
3	Lt. Governor	Graphic sheeting/FLAT alphanumerics
3	MW Stringer Grand Lodge	White reflective, Flat alphanumeric printing
3	Madison Jaguars	White reflective, Flat alphanumeric printing
3	Marine Corps	White reflective, Flat alphanumeric printing
3	Medal of Honor	White reflective, Flat alphanumeric printing
3	Milsaps College	White reflective, Flat alphanumeric printing
3	Mississippi 4-H Club	White reflective, Flat alphanumeric printing
3	Mississippi After School Alliance	White reflective, Flat alphanumeric printing
3	Mississippi Association of Realtor's	White reflective, Flat alphanumeric printing
3	Mississippi Association of Emergency Services	White reflective, Flat alphanumeric printing
3	Mississippi Blood Services, Inc.	White reflective, Flat alphanumeric printing
3	Mississippi Cattleman's Foundation	White reflective, Flat alphanumeric printing
3	Mississippi Children's Museum	White reflective, Flat alphanumeric printing
3	Mississippi College	White reflective, Flat alphanumeric printing
3	Mississippi Commission for Volunteer Service	White reflective, Flat alphanumeric printing

3	Mississippi Family Physicians	White reflective, Flat alphanumeric printing
3	Mississippi Forestry Association	White reflective, Flat alphanumeric printing
3	Mississippi Golf Association	White reflective, Flat alphanumeric printing
3	Mississippi Home of the Blues	White reflective, Flat alphanumeric printing
3	Mississippi House of Representatives	White reflective, Flat alphanumeric printing
3	Mississippi Loggers Association	White reflective, Flat alphanumeric printing
3	Mississippi Motosteps	White reflective, Flat alphanumeric printing
3	Mississippi Nurses Foundation	White reflective, Flat alphanumeric printing
3	Mississippi Organ Recovery Supporter	White reflective, Flat alphanumeric printing
3	Mississippi Public Broadcasting	White reflective, Flat alphanumeric printing
3	Mississippi Senator	White reflective, Flat alphanumeric printing
3	Mississippi Soil and Water Conservation	White reflective, Flat alphanumeric printing
3	Mississippi State Equine Foundation	White reflective, Flat alphanumeric printing
3	Mississippi State University	White reflective, Flat alphanumeric printing
3	Mississippi Tennis Association	White reflective, Flat alphanumeric printing
3	Mississippi University for Women	White reflective, Flat alphanumeric printing
3	Mississippi Valley State University	White reflective, Flat alphanumeric printing
3	Mississippi Wildlife Enforcement	White reflective, Flat alphanumeric printing
3	Mississippi Wildlife Federation	White reflective, Flat alphanumeric printing
3	Mississippi Youth Soccer Association	White reflective, Flat alphanumeric printing
3	Mixed Martial Arts in Mississippi	White reflective, Flat alphanumeric printing
3	NASCAR	White reflective, Flat alphanumeric printing
3	National Rifle Association	White reflective, Flat alphanumeric printing
3	National Wild Turkey Federation	White reflective, Flat alphanumeric printing
3	Navy and Marine Corps	White reflective, Flat alphanumeric printing
3	New Orleans Saints	White reflective, Flat alphanumeric printing
3	Oak Grove Schools	White reflective, Flat alphanumeric printing
3	Ocean Springs Athletic Foundation	White reflective, Flat alphanumeric printing
3	Starkville Oktibbeha Football Booster Club	White reflective, Flat alphanumeric printing
3	Olive Branch High Schools	White reflective, Flat alphanumeric printing
3	Omega Psi Phi Fraternity, Inc.	White reflective, Flat alphanumeric printing
3	Oxford School District	White reflective, Flat alphanumeric printing
3	Pearl Harbor	White reflective, Flat alphanumeric printing
3	Pearl River Valley Water Supply District	White reflective, Flat alphanumeric printing
3	Pearl School District	White reflective, Flat alphanumeric printing
3	Petal School District	White reflective, Flat alphanumeric printing
3	Phi Beta Sigma Fraternity Inc.	White reflective, Flat alphanumeric printing
3	Police Athletic League of Gulfport Inc.	White reflective, Flat alphanumeric printing
3	Profession of Pharmacy	White reflective, Flat alphanumeric printing
3	Professional Firefighter	White reflective, Flat alphanumeric printing
3	Professional Hair Designers, Inc.	White reflective, Flat alphanumeric printing
3	Purple Heart	White reflective, Flat alphanumeric printing

3	Purple Heart Disabled	White reflective, Flat alphanumeric printing
3	Rankin County School District	White reflective, Flat alphanumeric printing
3	Reserves	White reflective, Flat alphanumeric printing
3	Retired Armed Forces - Air Force	White reflective, Flat alphanumeric printing
3	Retired Armed Forces - Army	White reflective, Flat alphanumeric printing
3	Retired Armed Forces - Coast Guard	White reflective, Flat alphanumeric printing
3	Retired Armed Forces - Marine Corps	White reflective, Flat alphanumeric printing
3	Retired Armed Forces - Merchant Marines	White reflective, Flat alphanumeric printing
3	Retired Armed Forces - National Guard	White reflective, Flat alphanumeric printing
3	Retired Armed Forces - Navy	White reflective, Flat alphanumeric printing
3	Retired Law Enforcement	White reflective, Flat alphanumeric printing
3	Retired Mississippi State Troopers	White reflective, Flat alphanumeric printing
3	Retired Reserve Armed Forces	White reflective, Flat alphanumeric printing
3	Ridgeland High School	White reflective, Flat alphanumeric printing
3	Rotary International, Inc.	White reflective, Flat alphanumeric printing
3	Rust College	White reflective, Flat alphanumeric printing
3	Sheriff's office	Graphic sheeting, Flat alphanumeric printing
3	Silver Star	White reflective, Flat alphanumeric printing
3	Sons of Confederate Veterans	White reflective, Flat alphanumeric printing
3	South Panola School District	White reflective, Flat alphanumeric printing
3	St Jude Children's Research Hospital	White reflective, Flat alphanumeric printing
3	St. Martin High School	White reflective, Flat alphanumeric printing
3	St. Patrick Catholic School	White reflective, Flat alphanumeric printing
3	Stennis Flag	White reflective, Flat alphanumeric printing
3	Stone County School District	White reflective, Flat alphanumeric printing
3	Street Rod	White reflective, Flat alphanumeric printing
3	Support Teachers	White reflective, Flat alphanumeric printing
3	Supporting Hattiesburg Public Schools	White reflective, Flat alphanumeric printing
3	The Jackson Zoo	White reflective, Flat alphanumeric printing
3	Tougaloo College	White reflective, Flat alphanumeric printing
3	Mississippi Toughest Kids Foundation	White reflective, Flat alphanumeric printing
3	Tupelo Elvis Presley Fan Club	White reflective, Flat alphanumeric printing
3	Tupelo Public Schools	White reflective, Flat alphanumeric printing
3	University of Alabama	White reflective, Flat alphanumeric printing
3	University of Memphis	White reflective, Flat alphanumeric printing
3	University of Mississippi	White reflective, Flat alphanumeric printing
3	University of Southern Mississippi	White reflective, Flat alphanumeric printing
3	US House of Representative	White reflective, Flat alphanumeric printing
3	US Senate	White reflective, Flat alphanumeric printing
3	Vancleave Home Run Club	White reflective, Flat alphanumeric printing
3	Vanity/Personalized	Graphic sheeting/FLAT alphanumerics
3	Vanity/Personalized Trailer	Graphic sheeting/FLAT alphanumerics

3	Veterans	White reflective, Flat alphanumeric printing
3	Veterans of Foreign Wars	White reflective, Flat alphanumeric printing
3	Vietnam Veteran	White reflective, Flat alphanumeric printing
3	West Jones High School	White reflective, Flat alphanumeric printing
3	West Lauderdale High School	White reflective, Flat alphanumeric printing
3	Wildlife Bass	White reflective, Flat alphanumeric printing
3	Wildlife Butterfly	White reflective, Flat alphanumeric printing
3	Wildlife Deer	White reflective, Flat alphanumeric printing
3	Wildlife Hummingbird	White reflective, Flat alphanumeric printing
3	Wildlife Lab	White reflective, Flat alphanumeric printing
3	Wildlife Mallard	White reflective, Flat alphanumeric printing
3	Wildlife Rabbit	White reflective, Flat alphanumeric printing
3	Wildlife Speckle Trout	White reflective, Flat alphanumeric printing
3	Wildlife Turkey	White reflective, Flat alphanumeric printing
3	William Carey College	White reflective, Flat alphanumeric printing
3	Zeta Phi Beta	White reflective, Flat alphanumeric printing

4	Farm Temporary	White reflective/embossed alphanumerics
4	Government	White reflective, Flat alphanumeric printing
4	Heavy Semi Truck Trailer	Gold / embossed alphanumerics
4	Heavy Truck Dealer	Annual Reflective Embossed alphanumerics
4	Hire Temporary	White reflective/embossed alphanumerics
4	Manufacturer	Annual Reflective Embossed alphanumerics
4	New Dealer	Annual Reflective Embossed alphanumerics
4	Permanent Apportioned Semi-Trailer	Red reflective background/white embossed alphas
4	Permanent Trailer	Red reflective background/white embossed alphas
4	Private Temporary	White reflective/embossed alphanumerics
4	Shriner motorcycle	Yellow Sheeting, Silkscreen, Red Embossed Alpha
4	Trailer dealer	Annual Reflective Embossed alphanumerics
4	Trailer Rental	Graphic sheeting/ embossed alphanumerics
4	Used Dealer	Annual Reflective Embossed alphanumerics
4	Wholesale Dealer	Annual Reflective Embossed alphanumerics

Appendix C

Terms and Conditions

Anti-Assignment/Subcontracting

The Contractor acknowledges that it was selected by the Department to perform the services required hereunder based, in part, upon the Contractor's special skills and expertise. The Contractor shall not assign, subcontract or otherwise transfer this agreement in whole or in part without the prior written consent of the Department, which the Department may, in its sole discretion, approve or deny without reason. Any attempted assignment or transfer of its obligations without such consent shall be null and void. No such approval by the Department of any subcontract shall be deemed in any way to provide for the incurrence of any obligation of the Department in addition to the total fixed price agreed upon in this agreement. Subcontracts shall be subject to the terms and conditions of this agreement and to any conditions of approval that the Department may deem necessary. Subject to the foregoing, this agreement shall be binding upon the respective successors and assigns of the parties.

Applicable Law

The contract shall be governed by and construed in accordance with the laws of the State of Mississippi, excluding its conflicts of laws, provisions, and any litigation with respect thereto shall be brought in the courts of the State. Contractor shall comply with applicable federal, state, and local laws and regulations.

Approval Clause

It is understood that this contract requires approval by the Public Procurement Review Board. If this contract is not approved, it is void and no payment shall be made hereunder.

Attorney's Fees and Expenses

Subject to other terms and conditions of this agreement, in the event Contractor defaults in any obligations under this agreement, Contractor shall pay to the State all costs and expenses (including, without limitation, investigative fees, court costs, and attorney's fees) incurred by the State in enforcing this agreement or otherwise reasonably related thereto. Contractor agrees that under no circumstances shall the customer be obligated to pay any attorney's fees or costs of legal action to Contractor.

Authority to Contract

Contractor warrants (a) that it is a validly organized business with valid authority to enter into this agreement; (b) that it is qualified to do business and in good standing in the State of Mississippi; (c) that entry into and performance under this agreement is not restricted or prohibited by any loan, security, financing, contractual, or other agreement of any-kind, and (d) notwithstanding any other provision of this agreement to the contrary, that there are no existing legal proceedings or prospective legal proceedings, either voluntary or

otherwise, which may adversely affect its ability to perform its obligations under this agreement.

Availability of Funds

It is expressly understood and agreed that the obligation of the Department of Revenue to proceed under this agreement is conditioned upon the appropriation of funds by the Mississippi State Legislature and the receipt of state and/or federal funds. If the funds anticipated for the continuing fulfillment of the agreement are, at any time, not forthcoming or insufficient, either through the failure of the federal government to provide funds or of the State of Mississippi to appropriate funds or the discontinuance or material alteration of the program under which funds were provided or if funds are not otherwise available to the Department of Revenue, the Department of Revenue shall have the right upon ten (10) working days written notice to Contractor, to terminate this agreement without damage, penalty, cost or expenses to the Department of Revenue of any kind whatsoever. The effective date of termination shall be as specified in the notice of termination.

Certification of Independent Price Determination

The bidder certifies that the prices submitted in response to the solicitation have been arrived at independently and without, for the purpose of restricting competition, any consultation, communication, or agreement with any other bidder or competitor relating to those prices, the intention to submit a bid, or the methods or factors used to calculate the prices bid.

Change in Scope of Work

The Department may order changes in the work consisting of additions, deletions, or other revisions within the general scope of the contract. No claims may be made by the Contractor that the scope of the project or of the Contractor's services has been changed, requiring changes to the amount of compensation to the Contractor or other adjustments to the contract, unless such changes or adjustments have been made by written amendment to the contract signed by the Department and the Contractor.

If the Contractor believes that any particular work is not within the scope of the project, is a material change, or will otherwise require more compensation to the contractor, the contractor must immediately notify the Department in writing of this belief. If the Department believes that the particular work is within the scope of the contract as written, the Contractor will be ordered to and shall continue with the work as changed and at the cost stated for the work within the contract.

Compliance with Laws

Contractor understands that the Department of Revenue is an equal opportunity employer and therefore, maintains a policy which prohibits unlawful discrimination based on race, color, creed, sex, age, national origin, physical handicap, disability, genetic information, or any other consideration made unlawful by federal, state, or local laws. All such discrimination is unlawful and Contractor agrees during the term of the agreement that Contractor will strictly adhere to this policy in its employment practices and provision of services. Contractor shall comply with, and all activities under this agreement shall be

subject to, all applicable federal, State of Mississippi, and local laws and regulations, as now existing and as may be amended or modified.

Confidential Information

“Confidential Information” shall mean: (a) those materials, documents, data, and other information which the Contractor has designated in writing as proprietary and confidential; and, (b) all data and information which the Contractor acquires as a result of its contact with and efforts on behalf of the customer and any other information designated in writing as confidential by the State. Each party to this agreement agrees to the following:

- (1) to protect all confidential information provided by one party to the other;
- (2) to treat all such confidential information as confidential to the extent that confidential treatment is allowed under State and/or federal law; and
- (3) except as otherwise required by law, not to publish or disclose such information to any third party without the other party’s written permission; and
- (4) to do so by using those methods and procedures normally used to protect the party’s own confidential information.

Any liability resulting from the wrongful disclosure of confidential information on the part of the Contractor or its subcontractor shall rest with Contractor. Disclosure of any confidential information by the Contractor or its subcontractor without the express written approval of the Customer shall result in the immediate termination of this agreement.

Contractor Personnel

The Department shall, throughout the life of the contract, have the right of reasonable rejection and approval of staff or Subcontractors assigned to the work by the Contractor. If the Department reasonably rejects staff or Subcontractors, the Contractor must provide replacement staff or Subcontractors satisfactory to the Department in a timely manner and at no additional cost to the Department. The day-to-day supervision and control of the Contractor's employees or Subcontractors is the sole responsibility of the Contractor.

Debarment and Suspension

Contractor certifies to the best of its knowledge and belief, that it:

- (1) is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transaction by any federal department or agency or any political subdivision or agency of the State of Mississippi;
- (2) has not, within a three-year period preceding this bid, been convicted of or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under public transaction;

- (3) has not, within a three-year period preceding this bid, been convicted of or had a civil judgment rendered against it for a violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (4) is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of these offenses enumerated in paragraphs two (2) and (3) of this certification; and,
- (5) has not, within a three-year period preceding this bid, had one (1) or more public transactions (federal, state or local) terminated for cause or default.

Disclosure of Confidential Information

In the event that either party to this agreement receives notice that a third party requests divulgence of confidential or otherwise protected information and/or has served upon it a subpoena or other validly issued administrative or judicial process ordering divulgence of confidential or otherwise protected information that party shall promptly inform the other party and thereafter respond in conformity with such subpoena to the extent mandated by law. This Section shall survive the termination or completion of this agreement. The parties agree that this Section is subject to and superseded by Mississippi Code Ann. Section 25-61-1, *et seq.*

E- Payment

Contractor agrees to accept all payments in United States currency via the State of Mississippi's electronic payment and remittance vehicle. The agency agrees to make payment in accordance with Mississippi law on "Timely Payments for Purchases by Public Bodies," which generally provides for payment of undisputed amounts by the agency within forty-five (45) days of receipt of invoice. Mississippi Code Annotated Section § 37-7-301 *et seq.*

E-Verification

If applicable, Contractor represents and warrants that it will ensure its compliance with the Mississippi Employment Protection Act of 2008, and will register and participate in the status verification system for all newly hired employees. Mississippi Code Annotated. §§ 71-11-1 *et seq.* The term "employee" as used herein means any person that is hired to perform work within the State of Mississippi. As used herein, "status verification system" means the Illegal Immigration Reform and Immigration Responsibility Act of 1996 that is operated by the United States Department of Homeland Security, also known as the E-Verify Program, or any other successor electronic verification system replacing the E-Verify Program. Contractor agrees to maintain records of such compliance. Upon request of the State and after approval of the Social Security Administration or Department of Homeland Security when required, Contractor agrees to provide a copy of each such verification. Contractor further represents and warrants that any person assigned to perform services hereafter meets the employment eligibility requirements of all immigration laws. The breach of this agreement may subject Contractor to the following:

(1) termination of this contract for services and ineligibility for any state or public contract in Mississippi for up to three (3) years with notice of such cancellation/termination being made public;

(2) the loss of any license, permit, certification or other document granted to Contractor by an agency, department or governmental entity for the right to do business in Mississippi for up to one (1) year; or,

(3) both. In the event of such cancellations/termination, Contractor would also be liable for any additional costs incurred by the State due to Contract cancellation or loss of license or permit to do business in the State.

Failure to Deliver

In the event of failure of Contractor to deliver services in accordance with the contract terms and conditions, the DOR, after due oral or written notice, may procure the services from other sources and hold Contractor responsible for any resulting additional purchase and administrative costs. This remedy shall be in addition to any other remedies that the DOR may have.

Failure to Enforce

Failure by the Department at any time to enforce the provisions of the contract shall not be construed as a waiver of any such provisions. Such failure to enforce shall not affect the validity of the contract or any part thereof or the right of the Department to enforce any provision at any time in accordance with its terms.

Force Majeure

Each party shall be excused from performance for any period and to the extent that it is prevented from performing any obligation or service, in whole or in part, as a result of causes beyond the reasonable control and without the fault or negligence of such party and/or its Subcontractors. Such acts shall include without limitation acts of God, strikes, lockouts, riots, acts of war, epidemics, governmental regulations superimposed after the fact, fire, earthquakes, floods, or other natural disasters (the "Force Majeure Events"). When such a cause arises, the Contractor shall notify the Department immediately in writing of the cause of its inability to perform; how it affects its performance; and the anticipated duration of the inability to perform. Delays in delivery or in meeting completion dates due to Force Majeure Events shall automatically extend such dates for a period equal to the duration of the delay caused by such events, unless the Department determines it to be in its best interest to terminate the agreement.

Independent Contractor Status

The Contractor shall, at all times, be regarded as and shall be legally considered an Independent Contractor and shall at no time act as an agent for the Department. Nothing contained herein shall be deemed or construed by the Department, the Contractor, or any third party as creating the relationship of principal and agent, master and servant, partners, joint ventures, employer and employee, or any similar such relationship between the Department and the Contractor. Neither the method of computation of fees nor other

charges, nor any other provision contained herein, nor any act of the Department or the Contractor hereunder, creates or shall be deemed to create a relationship other than the independent relationship of the Department and the Contractor. Contractor's personnel shall not be deemed in any way, directly or indirectly, expressly or by implication, to be employees of the Department. Neither the Contractor nor its employees shall, under any circumstances, be considered servants, agents, or employees of the Department; and the Department shall be at no time legally responsible for any negligence or other wrongdoing by the Contractor, its servants, agents, or employees. The Department shall not withhold from the contract payments to the Contractor any federal or State unemployment taxes, federal or State income taxes, Social Security tax, or any other amounts for benefits to the Contractor. Further, the Department shall not provide to the Contractor any insurance coverage or other benefits, including Workers' Compensation, normally provided by the Department for its employees.

Integrated Agreement/Merger

This agreement, including all contract documents, represents the entire and integrated agreement between the parties hereto and supersedes all prior negotiations, representations or agreements, irrespective of whether written or oral. This Agreement may be altered, amended, or modified only by a written document executed by the Department and the Contractor. The Contractor acknowledges that it has thoroughly read all Contract Documents and has had the opportunity to receive competent advice and counsel necessary for it to form a full and complete understanding of all rights and obligations herein. Accordingly, this Agreement shall not be construed or interpreted in favor of or against the Department or the Contractor on the basis of draftsmanship or preparation hereof.

Notices

All notices required or permitted to be given under this agreement must be in writing and personally delivered or sent by certified United States mail, postage prepaid, return receipt requested, to the party to whom the notice should be given at the address set forth below. Notice shall be deemed given when actually received or when refused. The parties agree to promptly notify each other in writing of any change of address.

For Contractor: Name, Title, Contractor, and Address

For the Agency:

Mississippi Department of Revenue
Herb Frierson, Commissioner
P O Box 22828
Jackson MS 39225

Oral Statements

No oral statement of any person shall modify or otherwise affect the terms, conditions, or specifications stated in this contract. All modifications to the contract must be made in writing by the DOR and agreed to by Contractor.

Ownership of Documents and Work Papers

The Department shall own all documents, files, reports, work papers and working documentation, electronic or otherwise, created in connection with the Project which is the

subject of this Agreement, except for the contractor's internal administrative and quality assurance files and internal Project correspondence. The Contractor shall deliver such documents and work papers to the Department upon termination or completion of the Agreement. The foregoing notwithstanding, the Contractor shall be entitled to retain a set of such work papers for its files. Contractor shall be entitled to use such work papers only after receiving written permission from the Department and subject to any copyright protections.

Patents and Royalties

Contractor covenants to save, defend, keep harmless, and indemnify the DOR and all of its officers, departments, agencies, agents, and employees from and against all claims, loss, damage, injury, fines, penalties, and cost—including court costs and attorney's fees, charges, liability, and exposure, however caused—for or on account of any copyright or patented or unpatented invention, process, or article manufactured or used in the performance of the contract, including its use by the DOR. If Contractor uses any design, device, or material covered by patent or copyright, it is mutually agreed and understood without exception that the contract price includes all royalties or costs arising from the use of such design, device, or materials in any way in the work.

Paymode Clause

Payments by state agencies using the State's accounting system shall be made and remittance information provided electronically as directed by the State. These payments shall be deposited into the bank account of Contractor's choice. The State may, at its sole discretion, require Contractor to electronically submit invoices and supporting documentation at any time during the term of this Agreement. Contractor understands and agrees that the State is exempt from the payment of taxes. All payments shall be in United States currency.

Price Adjustment Clause

I. Price Adjustment Methods. Any adjustments to price, pursuant to a clause in this contract, shall be made in one or more of the following ways:

- a. by agreement on fixed price adjustment before the commencement of the additional performance;
- b. by unit prices specified in the contract;
- c. by the costs attributable to the event or situation covered by the clause, plus appropriate profit or fee, all as specified in the contract; or,
- d. by the price escalation clause.

II. Submission of Cost of Pricing Data. The Contractor shall provide cost or pricing data for any price adjustments subject to the provisions of Section 3-403 (Cost or Pricing Data) of the *Mississippi Public Procurement Review Board Office of Personal Service Contract Review Rules and Regulations*.

Prospective Contractor's Representation Regarding Contingent Fees

The prospective Contractor represents as a part of such Contractor's bid that such Contractor has not retained any person or agency on a percentage, commission, or other contingent arrangement to secure this contract.

Quality Control

Contractor shall institute and maintain throughout the contract period a properly documented quality control program designed to ensure that the services are provided at all times and in all respects in accordance with the contract. The program shall include providing daily supervision and conducting frequent inspections of Contractor's staff and ensuring that accurate records are maintained describing the disposition of all complaints. The records so created shall be open to inspection by the DOR.

Record Retention and Access to Records

Provided the Contractor is given reasonable advance written notice and such inspection is made during normal business hours of the Contractor, the Department or any duly authorized representatives, shall have unimpeded, prompt access to any of the Contractor's books, documents, papers, and/or records which are maintained or produced as a result of the Project for the purpose of making audits, examinations, excerpts, and transcriptions. All records related to this Agreement shall be retained by the Contractor for three (3) years after final payment is made under this Agreement and all pending matters are closed. However, if any audit, litigation or other action arising out of or related in any way to this Project is commenced before the end of the three (3) year period, the records shall be retained for one (1) year after all issues arising out of the action are finally resolved or until the end of the three (3) year period, whichever is later.

Recovery of Money

Whenever, under the contract, any sum of money shall be recoverable from or payable by the Contractor to the Department, the same amount may be deducted from any sum due to the Contractor under the contract or under any other contract between the Contractor and the Department. The rights of the Department are in addition and without prejudice to any other right the Department may have to claim the amount of any loss or damage suffered by the Department on account of the acts or omissions of the Contractor.

Representation Regarding Contingent Fees

Contractor represents that it has not retained a person to solicit or secure a state contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except as disclosed in Contractor's bid or proposal.

Representation Regarding Gratuities

Contractor represents that it has not violated, is not violating, and promises that it will not violate the prohibition against gratuities.

Right to Audit

Contractor shall maintain such financial records and other records as may be prescribed by the DOR or by applicable federal and state laws, rules, and regulations. Contractor shall retain these records for a period of three years after final payment or until they are audited by the DOR, whichever event occurs first. These records shall be made available during the term of the contract and the subsequent three-year period for examination, transcription, and audit by the Mississippi State Auditor's Office, its designees, or other authorized bodies.

Severability

If any part of this Agreement is declared to be invalid or unenforceable, such invalidity or unenforceability shall not affect any other provision of the Agreement that can be given effect without the invalid or unenforceable provision and to this end, and the provisions hereof are severable. In such event, the parties shall amend the Agreement as necessary to reflect the original intent of the parties and to bring any invalid or unenforceable provisions in compliance with applicable law.

State Property

Contractor will be responsible for the proper custody and care of any state-owned property furnished for Contractor's use in connection with the performance of this agreement. Contractor will reimburse the State for any loss or damage, normal wear and tear excepted.

Stop Work Order

(1) Order to Stop Work: The Chief Procurement Officer, may, by written order to Contractor at any time, and without notice to any surety, require Contractor to stop all or any part of the work called for by this contract. This order shall be for a specified period not exceeding 90 days after the order is delivered to Contractor, unless the parties agree to any further period. Any such order shall be identified specifically as a stop work order issued pursuant to this clause. Upon receipt of such an order, Contractor shall forthwith comply with its terms and take all reasonable steps to minimize the occurrence of costs allocable to the work covered by the order during the period of work stoppage. Before the stop work order expires, or within any further period to which the parties shall have agreed, the procurement officer shall either:

(a) cancel the stop work order; or,

(b) terminate the work covered by such order as provided in the Termination for Default clause or the Termination for Convenience clause of this contract.

(2) Cancellation or Expiration of the Order: If a stop work order issued under this clause is canceled at any time during the period specified in the order, or if the period of the order or any extension thereof expires, Contractor shall have the right to resume work. An appropriate adjustment shall be made in the delivery schedule or Contractor price, or both, and the contract shall be modified in writing accordingly, if:

(a) the stop work order results in an increase in the time required for, or in Contractor's properly allocable to, the performance of any part of this contract; and,

(b) Contractor asserts a claim for such an adjustment within 30 days after the end of the period of work stoppage; provided that, if the Chief Procurement Officer decides that the facts justify such action, any such claim asserted may be received and acted upon at any time prior to final payment under this contract.

(3) Termination of Stopped Work: If a stop work order is not canceled and the work covered by such order is terminated for default or convenience, the reasonable costs resulting from the stop work order shall be allowed by adjustment or otherwise.

(4) Adjustments of Price: Any adjustment in contract price made pursuant to this clause shall be determined in accordance with the Price Adjustment clause of this contract.

Termination for Bankruptcy

This contract may be terminated in whole or in part by MDOR upon written notice to Contractor, if Contractor should become the subject of bankruptcy or receivership proceedings, whether voluntary or involuntary, or upon the execution by Contractor of an assignment for the benefits of its creditors. In the event of such termination, Contractor shall be entitled to recover just and equitable compensation for satisfactory work performed under this contract, but in no case shall said compensation exceed the total contract price.

Termination for Convenience Clause

1. *Termination.* The Department may, when the interests of the State so require, terminate this contract in whole or in part, for the convenience of the State. The Department shall be given written notice of the termination to the Contractor specifying the part of the contract terminated and when termination becomes effective.

2. *Contractor's Obligations.* The Contractor shall incur no further obligations in connection with the terminated work and on the date set in the notice of termination the Contractor will stop work to the extent specified. The Contractor shall also terminate outstanding orders and subcontracts as they relate to the terminated work. The Contractor shall settle the liabilities and claims arising out of the termination of subcontracts and orders connected with the terminated work. The Department may direct the Contractor to assign the Contractor's right, title, and interest under terminated orders or subcontracts to the State. The Contractor must still complete the work not terminated by the notice of termination and may incur obligations as are necessary to do so.

Termination for Default Clause

1. *Default.* If the Contractor refuses or fails to perform any of the provisions of this contract with such diligence as will ensure its completion within the time specified in this contract, or any extension thereof otherwise fails to timely satisfy the contract provisions, or commits any other substantial breach of this contract, the Department may notify the Contractor in writing of the delay or nonperformance and if not cured in ten days or any longer time specified in writing by the Department, the Chairman of the Department may

terminate the Contractor's right to proceed with the contract or such part of the contract as to which there has been delay or a failure to properly perform. In the event of termination in whole or in part, the Department may procure similar supplies or services in a manner and upon terms deemed appropriate by the Department. The Contractor shall continue performance of the contract to the extent it is not terminated and shall be liable for excess costs incurred in procuring similar goods or services.

2. *Contractor's Duties.* Notwithstanding termination of the contract and subject to any directions from the Department, the Contractor shall take timely, reasonable, and necessary action to protect and preserve property in the possession of the Contractor in which the Department has an interest.

3. *Compensation.* Payment for completed services delivered and accepted by the State shall be at the contract price. The State may withhold from amounts due Contractor such sums as the procurement officer deems to be necessary to protect the State against loss because of outstanding liens or claims of former lien holders and to reimburse the State for the excess costs incurred in procuring similar goods and services.

4. *Excuse of Nonperformance or Delayed Performance.* Except with respect to defaults of contractors, the Contractor shall not be in default by reason of any failure in performance of this contract in accordance with its terms (including any failure by the Contractor to make progress in the prosecution of the work hereunder which endangers such performance) if the Contractor has notified the Department within 15 days after the cause of the delay and the failure arises out of causes such as: acts of God; acts of the public enemy; acts of the State and any other governmental entity in its sovereign or contractual capacity; fires; floods; epidemics; quarantine restrictions; strikes or other labor disputes; freight embargoes; or unusually severe weather. If the failure to perform is caused by the failure of a Subcontractor to perform or to make progress, and if such failure arises out of causes similar to those set forth above, the Contractor shall not be deemed to be in default, unless the services to be furnished by the Subcontractor were reasonably obtainable from other sources in sufficient time to permit the Contractor to meet the contract requirements. Upon request of the Contractor, the Department shall ascertain the facts and extent of such failure, and, if such officer determines that any failure to perform was occasioned by any one or more of the excusable causes, and that, but for the excusable cause, the Contractor's progress and performance would have met the terms of the contract, the delivery schedule shall be revised accordingly, subject to the rights of the Department under the clause entitled Termination for Convenience.

5. *Erroneous Termination for Default.* If, after notice of termination of Contractor's right to proceed under the provisions of this clause, it is determined for any reason that the contract was not in default under the provisions of this clause, or that the delay was excusable under the provisions of Paragraph (4) (Excuse for Nonperformance or Delayed Performance) of this clause, the rights and obligations of the parties shall, if the contract contains a clause providing for termination for convenience of the State, be the same as if the notice of termination had been issued pursuant to such clause.

6. *Additional Rights and Remedies.* The rights and remedies provided in this clause are in addition to any other rights and remedies provided by law or under this contract.

Third Party Action Notification

Contractor shall give the Department prompt notice in writing of any action or suit filed, and prompt notice of any claim made against Contractor by any entity that may result in litigation related in any way to this agreement.

Trade Secrets, Commercial and Financial Information

It is expressly understood that Mississippi law requires that the provisions of this contract which contain the commodities purchased or the personal or professional services provided, the price to be paid, and the term of the contract shall not be deemed to be a trade secret or confidential commercial or financial information and shall be available for the examination, copying or reproduction.

Transparency Clause

This contract, including any accompanying exhibits, attachments, and appendices, is subject to the "Mississippi Public Records Act of 1983," and its exceptions. See Mississippi Code Annotated §§ 25-61-1 *et seq.*, and Mississippi Code Annotated. § 79-23-1. In addition, this contract is subject to the provisions of the Mississippi Accountability and Transparency Act of 2008. Miss. Code Ann. §§ 27-104-151 *et seq.*... Unless exempted from disclosure due to a court-issued protective order, a copy of this executed contract is required to be posted to the Department of Finance and Administration's independent agency contract website for public access at <http://www.transparency.mississippi.gov>. Information identified by Contractor as trade secrets, or other proprietary information, including confidential vendor information, or any other information which is required confidential by state or federal law or outside the applicable freedom of information statutes, will be redacted.

Unsatisfactory Work

If, at any time during the contract term, the service performed or work done by the Contractor is considered by the Department to create a condition that threatens the health, safety, or welfare, the Contractor shall, on being notified by the Department, immediately correct such deficient service or work. In the event the Contractor fails, after notice, to correct the deficient service or work immediately, the Department shall have the right to order the correction of the deficiency by separate contract or with its own resources at the expense of the Contractor.

Waiver

No delay or omission by either party to this agreement in exercising any right, power, or remedy hereunder or otherwise afforded by contract, at law, or in equity shall constitute an acquiescence therein, impair any other right, power of remedy hereunder or otherwise afforded by any means, or operate as a waiver of such right, power, or remedy. No waiver by either party to this agreement shall be valid unless set forth in writing by the party making said waiver. No waiver of or modification to any term or condition of this agreement will void, waive, or change any other term or condition. No waiver by one party to this agreement of a default by the other party will imply, be construed as or require waiver of future or other defaults.

Appendix D

Bid Package

Motor Vehicle License Tags

Be sure to answer and complete each question as requested. All responses must follow the instructions provided. This requirement is a precondition to scoring.

Attachment A

Bid Cover Sheet

The Department of Revenue (referred to as “DOR” or “Department”) is hereby requesting bids to cover the materials, manufacturing, performance characteristics, security and warranty marks, quality, testing, packaging, storage, and delivery of finished license tags to the State of Mississippi.

Bids are to be submitted as listed below, on or before 12:00 p.m. CST on March 31, 2020.

PLEASE MARK YOUR ENVELOPE:

Mississippi Department of Revenue
Attention: Erica Greenwood
Bid #: **2020-02**
500 Clinton Center Drive
Clinton, MS 39056
SEALED BID – DO NOT OPEN

NAME OF COMPANY _____

QUOTED BY _____

SIGNATURE _____

ADDRESS _____

CITY/STATE/ZIP _____

TELEPHONE _____

FAX NUMBER _____

EMAIL ADDRESS _____

NAME AND PHONE NUMBER OF COMPANY REPRESENTATIVE TO BE CONTACTED BY AGENCY SEEKING TO CONTRACT FOR SERVICES PURSUANT TO THIS IFB

Name: _____ Phone Number: _____

FEIN # (if company, corporation or partnership): _____

SS # (if individual): _____

In addition to providing the above contact information, please answer the following questions regarding your company:

What year was your company started? _____

How many qualified employees do you employ? _____

Attachment B

Certification

By signing below, the company representative certifies that he/she has authority to bind the company, and further acknowledges and certifies on behalf of the company:

1. That he/she has thoroughly read and understands the terms and conditions, instructions and specifications for the Invitation for Bid and Attachments.
2. The company meets all requirements and acknowledges all certifications contained in the IFB and Attachments.
3. The company agrees to all provisions of the IFB and Attachments
4. The company will perform the services required at the prices quoted on the bid form **(Attachment C)**.
5. The company represents that it has not retained a person to solicit or secure a State contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except as disclosed in the contractor's bid or proposal.

[Please execute and return with Invitation Materials.]

Company: _____ Signature _____

Date: _____ Title: _____

Printed Name: _____

Attachment C

Bid Form for Motor Vehicle License Tags

Bid Number: 2020-02

To Whom it May Concern:

Pursuant to the advertisement for bids to be received, I/We _____

_____ located at _____

do submit our bid form for Bid #_____. This bid is made without collusion on the part of any person, firm or corporation.

	Price per tag
<u>Categories:</u>	
1. MS Graphic Design Embossed Characters Embossed Inserts, Debossed Rim (Regular license plate) Quantity 702,715	_____
2. MS Graphic Design MTC Size Printed Registration number, Printed Misc Info, No Rim (Motorcycle plate) Quantity 11,055	_____
3. MS Graphic Design Special Design/Misc Other Printed Registration # Printed Misc Info, Debossed Rim (Specialty plates) Quantity 133,030	_____
4. Misc Solid Color Background, Embossed Registration #, Embossed Misc Info Embossed Rim (Heavy Truck plates) Quantity 3,200	_____

(All or none)

(Attach any necessary documentation)

Exceptions and/or Deviations? Yes___ No___

BID#:

.....

Company: _____

Signature: _____

Address: _____

Printed name: _____

Title: _____

Phone: _____

Date: _____

E-mail Address: _____

Attachment D

References

REFERENCE # 1

Name of Company: _____

Dates of Service: _____

Contact Person: _____

Address: _____

City/State/Zip: _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

Alternative Contact Person (optional): _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

REFERENCE # 2

Name of Company: _____

Dates of Service: _____

Contact Person: _____

Address: _____

City/State/Zip: _____

Telephone: _____

Cell Number: _____

E-mail: _____

Alternative Contact Person (optional): _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

REFERENCE # 3

Name of Company: _____

Dates of Service: _____

Contact Person: _____

Address: _____

City/State/Zip: _____

Telephone: _____

Cell Number: _____

E-mail: _____

Alternative Contact Person (optional): _____

Telephone Number: _____

Cell number: _____

E-mail: _____

REFERENCE # 4

Name of Company: _____

Dates of Service: _____

Contact Person: _____

Address: _____

City/State/Zip: _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

Alternative Contact Person (optional): _____

Telephone Number: _____

Cell Number: _____

E-mail: _____

Attachment E
Motor Vehicle License Tags
Procurement Reference Score Sheet # 1
(Return with packet unsigned)

TO BE COMPLETED BY MDOR STAFF ONLY

Company Name: _____

Reference Name: _____

Person Contacted, Title/Position: _____

Date/Time Contacted: _____

Service From/To Dates: _____

Able to provide the requested services when you called?	Yes	No
Satisfied with the services provided? If no, please explain.	Yes	No
Vendor easy to work with in scheduling services?	Yes	No
Were the services completed on time and within budget?	Yes	No
Vendor listened when you had an issue and readily offered a solution? (If never had an issue, please check here ____.)	Yes	No
Would you enter into a contract with them again?	Yes	No
Would you recommend them?	Yes	No

Offeror must have a minimum of 6 “yes” answers on the questions above from two references (total of 12 “yes” answers) to be considered responsive and for its bid to be considered.

Score: Pass/Fail

Do you have any business, professional or personal interest in the vendor’s organization? If yes, please explain.	Yes	No
---	-----	----

A “yes” to the above question may result in an automatic disqualification of the provided reference; therefore, resulting in a score of zero as responses to previous questions become null and void.

Notes:

Attachment F
Motor Vehicle License Tags
Procurement Reference Score Sheet # 2
(Return with packet unsigned)

TO BE COMPLETED BY MDOR STAFF ONLY

Company Name: _____

Reference Name: _____

Person Contacted, Title/Position: _____

Date/Time Contacted: _____

Service From/To Dates: _____

Able to provide the requested services when you called?	Yes	No
Satisfied with the services provided? If no, please explain.	Yes	No
Vendor easy to work with in scheduling services?	Yes	No
Were the services completed on time and within budget?	Yes	No
Vendor listened when you had an issue and readily offered a solution? (If never had an issue, please check here ____.)	Yes	No
Would you enter into a contract with them again?	Yes	No
Would you recommend them?	Yes	No

Offeror must have a minimum of 6 “yes” answers on the questions above from two references (total of 12 “yes” answers) to be considered responsive and for its bid to be considered.

Score: Pass/Fail

Do you have any business, professional or personal interest in the vendor’s organization? If yes, please explain.	Yes	No
---	-----	----

A “yes” to the above question may result in an automatic disqualification of the provided reference; therefore, resulting in a score of zero as response to previous questions become null and void.

Notes:

Called by: _____
Signature Title Date

Attachment G

Acknowledgement of Amendments

Please sign and print as the statement.

I acknowledge receipt of all amendments associated with **Bid**
#_____.

They are as follows:

1. _____
2. _____
3. _____

Printed Name

Company Name

Signature

There were no amendments associated with **Bid #** _____.

Printed Name

Company Name

Signature

Attachment H

Secretary of State Acknowledgement

_____ acknowledges that we
(Vendor Name)

_____ are registered with the Secretary of State's Office.

(Attach proof)

_____ are not registered with the Secretary of State's Office.

We, _____
(Vendor Name)

_____ will register before the start of the contract and provide proof.

_____ will not register.

Signature

Date

Printed Name

Attachment I

Conflict of Interest

Disclosure Statement

Conflict of Interest – Involvement, financial or otherwise, that an employee, officer, or agent of MDOR may have in the bidding organization; and any involvement, financial or otherwise, that any employee, officer of any other governmental agency may have in the bidding organization.

_____, acknowledges that we
(Vendor Name)

_____ do not have a conflicting interest to report.

_____ do have a conflicting interest (please disclose below).

Describe the Nature of the Conflicting Interest:

Signature

Date

Printed Name