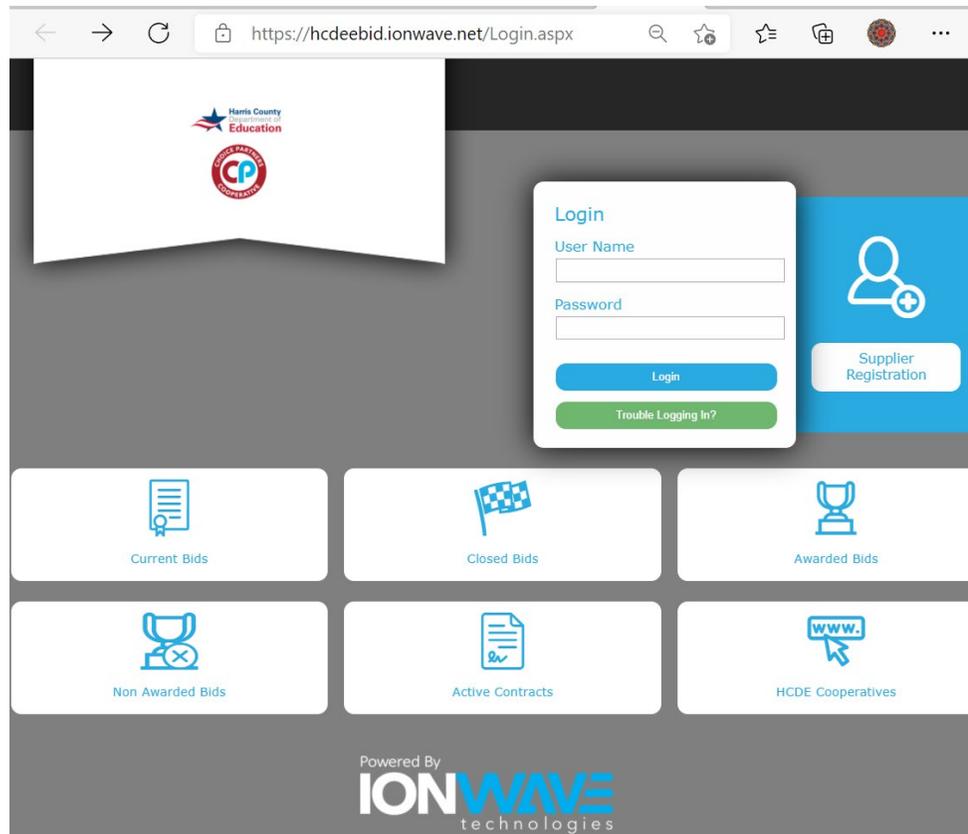


ION WAVE – Setting up Accounts



First Step

Register for ION Wave. Click on **Supplier Registration**.

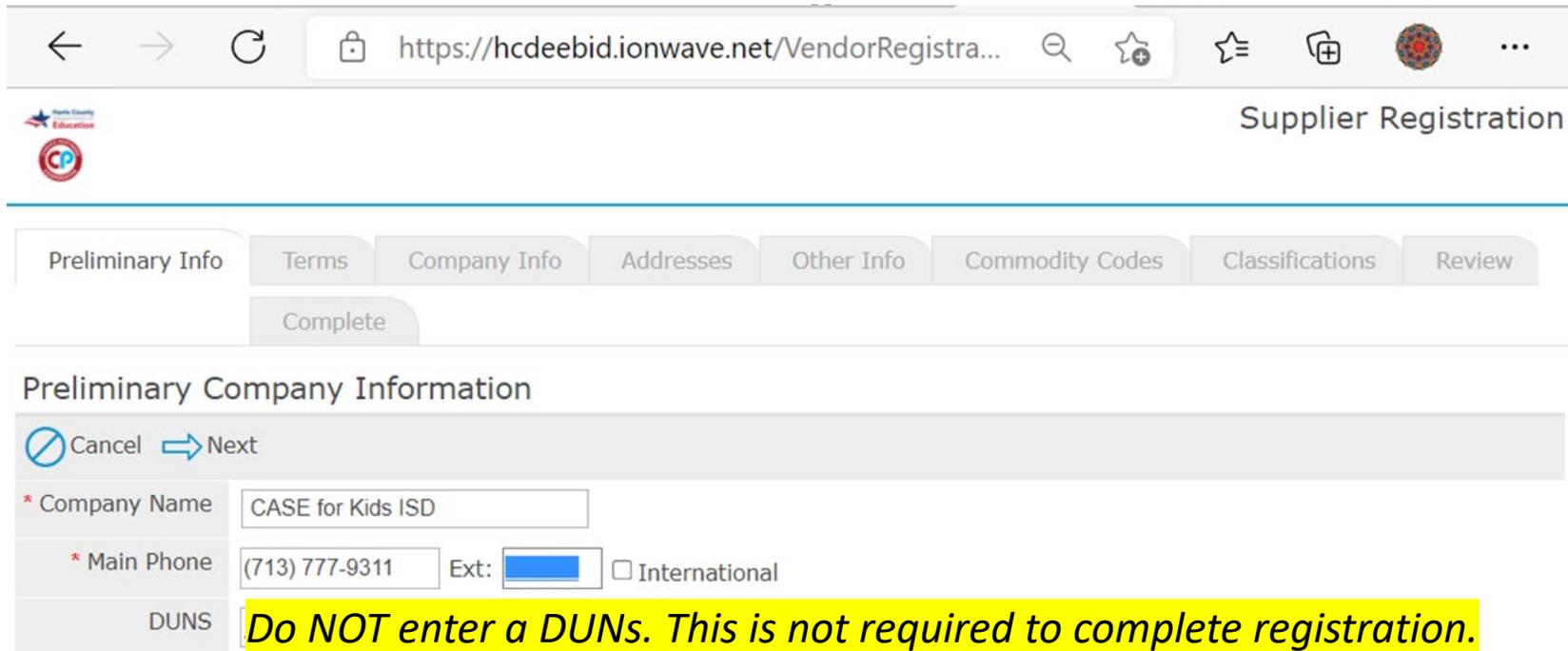
<https://hcdeebid.ionwave.net/>

The same link can be used to login after you become registered.



ION WAVE

This is the first page you see when completing the Supplier Registration



Supplier Registration

Preliminary Info Terms Company Info Addresses Other Info Commodity Codes Classifications Review

Complete

Preliminary Company Information

Cancel Next

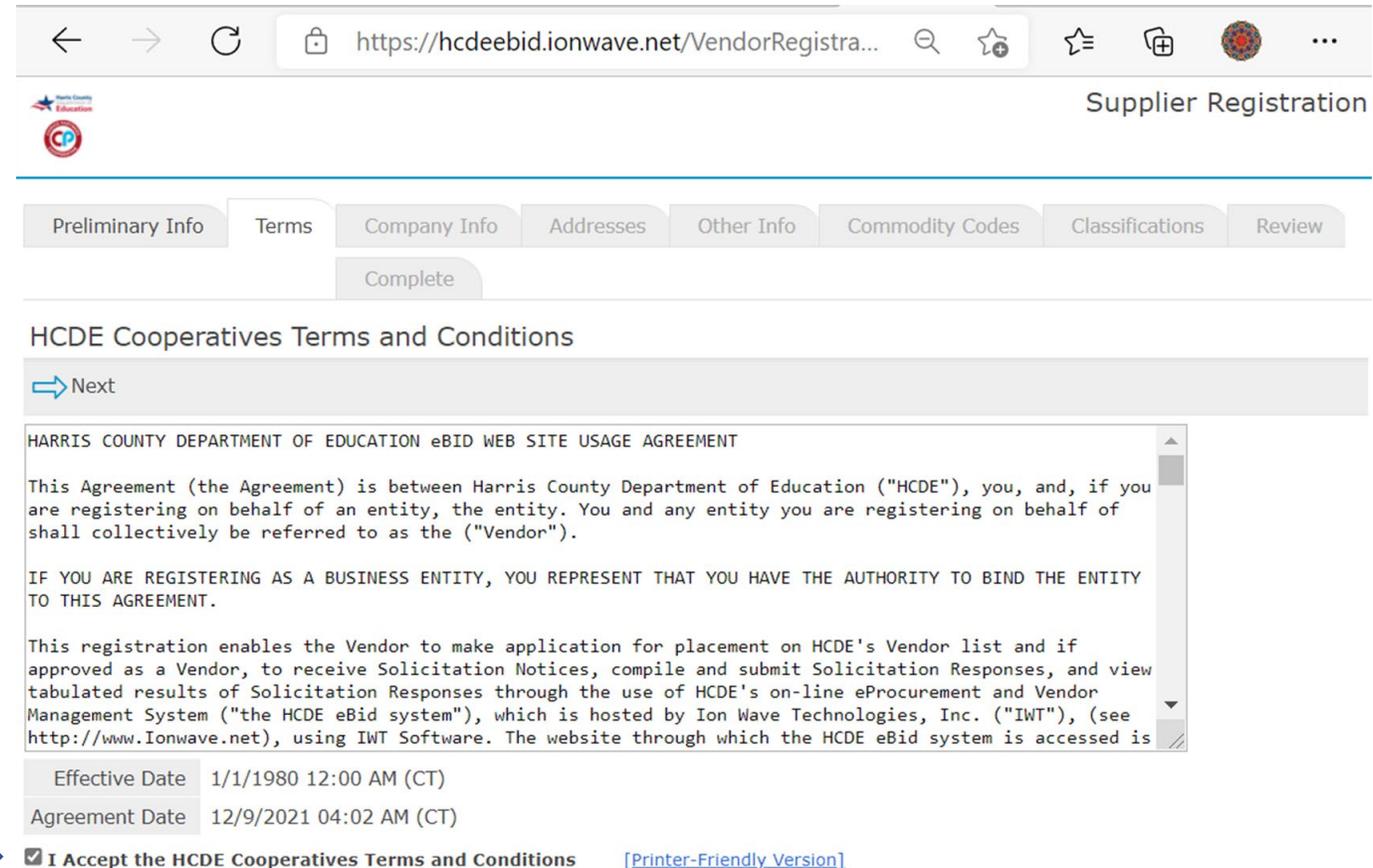
* Company Name CASE for Kids ISD

* Main Phone (713) 777-9311 Ext: International

DUNS **Do NOT enter a DUNs. This is not required to complete registration.**

ION WAVE

Next, you will see the **'Terms and Conditions'** page. These are standard terms and conditions for the system.



The screenshot shows a web browser window with the URL <https://hcdeebid.ionwave.net/VendorRegistra...>. The page title is "Supplier Registration". The navigation tabs include "Preliminary Info", "Terms", "Company Info", "Addresses", "Other Info", "Commodity Codes", "Classifications", and "Review". The "Terms" tab is selected, and a "Complete" button is visible below it. The main content area is titled "HCDE Cooperatives Terms and Conditions" and includes a "Next" button. The terms text reads: "HARRIS COUNTY DEPARTMENT OF EDUCATION eBID WEB SITE USAGE AGREEMENT. This Agreement (the Agreement) is between Harris County Department of Education ('HCDE'), you, and, if you are registering on behalf of an entity, the entity. You and any entity you are registering on behalf of shall collectively be referred to as the ('Vendor'). IF YOU ARE REGISTERING AS A BUSINESS ENTITY, YOU REPRESENT THAT YOU HAVE THE AUTHORITY TO BIND THE ENTITY TO THIS AGREEMENT. This registration enables the Vendor to make application for placement on HCDE's Vendor list and if approved as a Vendor, to receive Solicitation Notices, compile and submit Solicitation Responses, and view tabulated results of Solicitation Responses through the use of HCDE's on-line eProcurement and Vendor Management System ('the HCDE eBid system'), which is hosted by Ion Wave Technologies, Inc. ('IWT'), (see <http://www.Ionwave.net>), using IWT Software. The website through which the HCDE eBid system is accessed is". Below the text, there are two fields: "Effective Date" with value "1/1/1980 12:00 AM (CT)" and "Agreement Date" with value "12/9/2021 04:02 AM (CT)". At the bottom, there is a checked checkbox for "I Accept the HCDE Cooperatives Terms and Conditions" and a link for "[Printer-Friendly Version]".

Click **'I Accept the HCDE Cooperatives Terms and Conditions'**.



ION WAVE

In *Company Info*, you will enter your information and create your username and password for Ion Wave.

Please Note: The email entered will receive each notice regarding messages, questions and answers.

TIP: Create an easy to remember username and password

Preliminary Info Terms **Company Info** Addresses Other Info Commodity Codes Classifications Review Complete

Company Information

Save and Next

Company Information		User Information	
* Trade Name (dba)	CASE for Kids ISD	* User Name / Login	jarceneaux
Legal Name (if different)		* Password	*****
* Organization Type	Other	* Verify Password	*****
Formation Date		Prefix	
Formation State	-- Select --	* First Name	Jess
* Tax ID Number	00-0000999	* Last Name	Arceneaux
DUNS		Title	
Website		* Email	jallenbac@gmail.com
Company Description		* Verify Email	jallenbac@gmail.com
Keywords	Use comma or [Enter] to separate keywords	Office Phone	() - - Ext: <input type="checkbox"/> Internatio
		Mobile Phone	() - - <input type="checkbox"/> International
		* Time Zone	Central Time
Company Address			
* Address 1			
Address 2			
Address 3			
* City	Houston		
* State/Province	Texas		
* Zip/Postal	77055		
* Country	United States		
* Main Phone	(713) 777-9311	Ext: <input type="checkbox"/> International	
Toll Free	() - -	Ext: <input type="checkbox"/> International	
Fax	() - -	<input type="checkbox"/> International	
Contact Name			
Email			

ION WAVE

Verify Email Address

After verifying your email address, you will start on the *'Verify Email Address'* page.

Supplier Registration

Preliminary Info Terms Company Info Addresses Other Info Commodity Codes Classifications Review Complete

Company Information

Save and Next

Company Information User Information

* Trade Name (dba) CASE for Kids ISD * User Name / Login jarceneaux

Legal Name (if different)

* Organization Type Other

Formation Date

Formation State -- Select --

* Tax ID Number 00-000099

DUNS

Website

Company Description

Keywords Use comm

Company Address

* Address 1 6005 We

Address 2

Address 3

* City Houston

* State/Province Texas

* Zip/Postal 77055

* Country United States

* Main Phone (713) 777-9311 Ext: International

Toll Free Ext: International

Fax Ext: International

HCDE eBid

Verify Email Address

OK

Thank you for registering with us as a supplier. Before you can continue you must verify your email address. An email from HCDEebid@customer.ionwave.net has been sent to you at: jallenbac@gmail.com

Click the link in this email to verify your email address and complete your registration. You can also use the link in this email to come back at any time in the next 14 days to complete your registration.

ION WAVE

After verifying your email address, you will start on the **'Other Information'** page.

Answers to select:

- Annual Gross Sales: **Leave at \$0 to \$50,000**

- Business Type: **Education**

- Federal Exclusion: **No**

- Number of Employee: **Leave Blank**

Preliminary Info Terms Company Info Addresses Other Info Commodity Codes Classification

Complete

Other Information

⇒ Save and Next

* Annual Gross Sales	\$0 to \$50,000
Business Type	Educational
* Federal Exclusion	Have you been excluded / debarred from Federal Procurement or Non-Procurement? No
Number of Employees	

ION WAVE

Commodity Codes: Select *Afterschool – Afterschool Administration*

Final Step – Review the information entered and click Register Now.

Preliminary Info Terms Company Info Addresses Other Info Commodity Codes Classifications Review

Complete

Review

[Register Now](#)

You're almost done. Please review your information below. To make corrections, click [✎](#) on the section, or click the appropriate tab above. To complete your registration, click "Register Now" above.

[✎](#) Company Info

Company Information		User Information	
Company Name	CASE for Kids ISD	User Name / Login	jarceneaux
Company Description		First Name	Jess
Organization Type	Other - School District	Last Name	Arceneaux
Legal Name		Title	
Tax ID Number	000000999	Email	jallenbac@gmail.com
DUNS		Office Phone	
Formation Date		Mobile Phone	
Formation State		Time Zone	Central Time
Website			
Keywords			

Preliminary Info Terms Company Info Addresses Other Info Commodity Codes Classifications Review

Complete

Congratulations, you have successfully submitted your registration.

You will be notified via email once your registration has been reviewed.

[Return to Login](#)



ION WAVE

Bid Invitation

The system will send you an email inviting you to a bid opportunity.

Bid Number: 22/033EJ
(CASE for Kids 2022-2023 PARTNERSHIP PROJECT)

If you do not receive an invite, search the bid number listed above.

