



Gadsden Independent School District
P.O. Drawer 70
Anthony, New Mexico 88021

Date: June 17, 2015

School Board Agenda Items

Title of Agenda Item: Bid #14-15-32 Bulk Paper

- Consent Agenda
- Action
- Discussion Items

Board Meeting Date: July 23, 2015

Submitted By: Originator – Margarita Terrazas, Assistant Purchasing Agent
Department – Finance Department
Date – June 17, 2015

To Be Presented By: Margarita Terrazas, Assistant Purchasing Agent

Approved By: Steve Suggs, Deputy Superintendent/CFO Date – June 17, 2015

Background and Summary:

The Finance Department requested bids for Bulk Paper for use throughout the District. Source of funds is various. Invitations to bid were sent to ten vendors. Bids were received from four vendors per the attached tabulation sheet. The companies selected were OK Paper Olmsted-Kirk Paper and Express Office Products.

Recommendation:

Approval: Purchasing recommendation is to approve OK Paper Olmsted-Kirk Paper and Express Office Products as our copy paper providers.

Assigned to Board Agenda for Meeting of (Date): July 23, 2015