



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

Date: May 14, 2020

### School Board Agenda Items

Title of Agenda Item: Bid # 19-20-42 Bulk Paper

- Consent Agenda
- Action
- Discussion Items

Board Meeting Date: May 21, 2020

Submitted By: Originator – Georgina Galvan, CPO  
Department – Finance Department  
Date – May 14, 2020

To Be Presented By: Georgina Galvan, CPO

Approved By: Ludym Martinez, Assoc. Superintendent for Finance Date – May 14, 2020

#### Background and Summary:

The Finance Department requested bids for Bulk Paper for use throughout the District. Source of funds is various. Invitations to bids were sent to eight vendors. Bids were received from four vendors. The following vendors: Express Office Products; Olmsted-Kirk-O-K Paper; Sandia Paper Company, Inc. and Spectrum Paper per the attached tabulation sheet. The company awarded is Sandia Paper Company, Inc. for letter size paper (8 1/2 x 11) and legal size paper (8 1/2 x 14).

#### Recommendation:

Approval: Purchasing recommendation is to approve Sandia Paper Company, Inc. as our provider for Bulk Paper.

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Assigned to Board Agenda for Meeting of (Date): May 21, 2020