

REQUEST FOR QUOTATION	<p align="center"><b>TROY SCHOOL DISTRICT</b></p> <p align="center">1140 RANKIN, TROY, MICHIGAN 48083</p> <p align="center">248-823-4052</p> <p align="center">FAX: 248-823-4077</p>	REQUISITION
No. <b>9724</b>		
DUE DATE NO LATER THAN <b>2/22/12</b> 3 p.m.		DATE <b>2/1/12</b>

**REQUEST FOR QUOTE – NOT AN ORDER**

THIS FORM MUST BE UTILIZED WHEN RESPONDING TO THIS REQUEST  
 BID ENVELOPE ENCLOSED

**THE RFQ NUMBER MUST APPEAR ON ALL QUOTATIONS AND RELATED CORRESPONDENCE, THIS IS NOT AN ORDER**

Quantity	DESCRIPTION	UNIT PRICE	AMOUNT
	<p>Please supply us with your bid to furnish the Troy School District with <b>COPY PAPER</b>.</p> <p align="center">Copies of the bid are available at:  <a href="http://www.troy.k12.mi.us/purchasing/items_out_for_bid.htm">www.troy.k12.mi.us/purchasing/items_out_for_bid.htm</a></p> <p align="center">Bid recaps will be available at:  <a href="http://troy.k12.mi.us/purchasing/index.htm">troy.k12.mi.us/purchasing/index.htm</a></p> <p align="center"><u>FACSIMILE BID IS NOT ACCEPTABLE</u></p> <p>Bids will not be accepted if submitted after the deadline specified (local time) in the advertisement to bid or in the information to bidders. The late submission of a bid makes the bid nonrepsonsive and is a material defect which shall not be waived by the Board of Education. Delays in the mail will not be considered. All Late bids in the mail will be returned to the bidder unopened.</p> <p>Proposal for the submission of alternatives by vendors will be accepted and reviewed. However, if any substitution or departure is not clearly noted and described, it will be understood that the bid intends to exactly meet the specifications.</p> <p>The Board of Education shall be the sole judge as to whether the proposed goods are "equal" or "approved". Quotations must be mailed or delivered to the Purchasing Office, 1140 Rankin, Troy, MI 48083 no later than 3 p.m. on the date shown above. Michigan State Sales and Use Taxes and Federal Excise Taxes do not apply unless otherwise indicated. Exemption certificates will be furnished when necessary. This request imposes no obligations on the buyer. The Board of Education reserves the right to accept or reject any or all bids or to split awards by items or to accept bids, which will best serve the Board of Education.</p>		

**THIS AREA MUST BE FILLED IN**

DELIVERY TIME	PRICES FIRM FOR	NAME OF COMPANY	TELEPHONE NO.
TERMS		NO. & STREET	FAX #
FOB DELIVERED	ALL DELIVERY CHARGES MUST BE INCLUDED IN PRICES SHOWN	CITY, STATE & ZIP CODE	E-MAIL
CONTACT PERSON (PLEASE PRINT)		SIGNATURE	DATE

**AFFIDAVIT OF BIDDER**

The undersigned, the owner or authorized officer of \_\_\_\_\_  
(the "Bidder), pursuant to the familial disclosure requirement provided in the \_\_\_\_\_  
\_\_\_\_\_ (the "School District") advertisement for construction bids, hereby  
represent and warrant except as provided below, that no familial relationships exist  
between the over(s) or any employee of  
\_\_\_\_\_ and any member of the Board of Education of the  
School District or the Superintendent of the School District.

List any Familial Relationships:

**BIDDER:**

\_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

STATE OF MICHIGAN    )  
  )ss.  
COUNTY OF \_\_\_\_\_)

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 2012,  
by \_\_\_\_\_.

\_\_\_\_\_

,Notary Public

\_\_\_\_\_ County, Michigan

My Commission Expires: \_\_\_\_\_

Acting in the County of: \_\_\_\_\_

# TROY SCHOOL DISTRICT COPY PAPER BID 9724

Quantity	Unit	Description	Unit Cost	Total
2,520 (840 cases per truckload)	Case	White paper, high speed xerographic, 8 ½ x 11, 92 brightness, 500 sheets/ream 10 reams/case		
		Delivery Charge		
		TOTAL		

1<sup>st</sup> Shipment required week of March 20, 2012 (840 cases)

2<sup>nd</sup> Shipment required week of April 17, 2012 (840 cases)

3<sup>rd</sup> Shipment required week of May 15, 2012 (840 cases)

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Contact Name: \_\_\_\_\_

**Troy School District  
Copy Paper  
Bid 9724**

**White Paper, High Speed  
Xerographic, 8 1/2 x 11  
20#, 92 Brightness,  
500 sheets/ream  
10 reams/case  
Total Quantity: 2,520 cases**

<u>Company</u>	<u>Unit Price</u>	<u>Total</u>
Costco Wholesale	\$ 24.74	\$ 62,344.80
Contract Paper Group	\$ 24.88	\$ 62,697.60
Midland Paper	\$ 25.05	\$ 63,126.00
Premier Paper & Packaging, Inc.	\$ 25.39	\$ 63,982.80
OfficeMax	\$ 25.74	\$ 64,864.80
Amerisource Industrial Supply	\$ 25.75	\$ 64,890.00
Paper Express	\$ 26.59	\$ 67,006.80
National Packaging Corp.	\$ 27.00	\$ 68,040.00
Allied-Eagle Supply	\$ 27.05	\$ 68,166.00
Xerox Corporation	\$27.70 thru 3/31/12	\$ 69,804.00
A-1 Business Products	\$ 27.80	\$ 70,056.00
Quill Corporation	\$ 29.99	\$ 75,574.80

Global Office Solutions - No Bid  
Staples - No Bid