

**POCATELLO/CHUBBUCK  
SCHOOL DISTRICT NO. 25  
Bannock County, Idaho**

## **INSTRUCTIONAL SUPPLIES**

### **SPECIFICATIONS**

**(BIDS WITH CONDITIONS WILL NOT BE ACCEPTED.)**

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**Administration Offices  
3115 Poleline Road  
Pocatello, Idaho**

**Bid Opening:**

**March 18, 2015  
1:00 PM**

**POCATELLO/CHUBBUCK  
SCHOOL DISTRICT NO. 25  
Bannock County, Idaho**

**INVITATION TO BID - INSTRUCTIONAL SUPPLIES**

Sealed bids will be received by a representative of the Board of Trustees of School District No. 25, Bannock County, Idaho, at 3115 Poleline Road, Pocatello, Idaho 83201, until 1:00 PM March 18, 2015, for Instructional Supplies.

Specifications or additional details (including bid forms) may be secured at 3115 Poleline Road, Pocatello, Idaho.

Each bid shall be accompanied by a certified check, cashier's check, or a bidder's bond (executed by a qualified surety company with the power to do business in the State of Idaho) in the sum of not less than five percent (5%) of the total bid, made payable to School District No. 25, Bannock County, Pocatello, Idaho. This surety shall be forfeited by the bidder in the event of failure to fulfill provisions of bid on which purchase order award is based. Personal or company checks will not be accepted. Bids with conditions will not be accepted.

The Board of Trustees reserves the right to reject any or all bids or to waive any informalities, or to accept the bid or bids deemed best for School District No. 25, Bannock County, Pocatello, Idaho.

Paul Vitale, Clerk  
School District No. 25

To be published on the dates of:

March 4, 2015  
March 11, 2015

IDAHO STATE JOURNAL

**POCATELLO/CHUBBUCK  
SCHOOL DISTRICT NO. 25  
Bannock County, Idaho**

**GENERAL CONDITIONS**

**CONDITIONS OF CONTRACT:**

Notices, conditions and specifications issued incident to the proposal to purchase Instructional Supplies described herein, together with the purchase policies of School District No. 25, are on file for examination in the Office of the Director of Business Operations, shall form a part of the contract conditions.

**NATURE OF CONTRACT:**

The various items of manufacture under these proposed contracts are specified under the respective division. Specifications are technical for purposes of establishing high standards of material purchasing. Bidders shall indicate the manufacturer's brand names where specified in their proposals.

Contracts for purchase will be put into effect by means of a purchase order executed by the Director of Business Operations after tabulations are compiled.

**QUALITY OF MATERIALS AND PRICING:**

IT IS SPECIFICALLY UNDERSTOOD THAT PRODUCTS OFFERED AT THE TIME OF BIDDING SHALL BE EQUAL TO THOSE SPECIFIED. Substitutions or major alterations must be indicated upon the proposal sheet at the time of bid submission. SAMPLES MUST BE SUBMITTED AT BID OPENING WHEN ANY ALTERNATE/SUBSTITUTION OF SPECIFIED BRAND NAME OR NUMBER IS MADE ON BID, OR THE BID WILL NOT BE CONSIDERED.

**It is specifically understood that all pricing will be priced to the unit of measurement specified herein or the bid will not be considered.**

**RESPONSIBILITY OF VENDOR:**

Each contractor shall be responsible for the delivery of materials of such quality and in specified quantities. THE FAILURE TO ADHERE TO ACCEPTED PROPOSAL WILL BE DEEMED SUFFICIENT REASON FOR FORFEITING THE FIVE PERCENT (5%) DEPOSIT MADE OR BIDDER'S BOND. The bidder shall submit his bid on the proposal form furnished and shall plainly mark on the envelope:

"BID - INSTRUCTIONAL SUPPLIES.  
TO BE OPENED ON March 18, 2015, AT 1:00 PM"

BIDS NOT DELIVERED BY VENDORS AT TIME IF BID OPENING MUST BE RECEIVED IN MAIL OR IN OFFICE NO LATER THAN 4:00 PM ON March 17, 2015 THE WORKDAY PRIOR TO THE BID OPENING.

No proposal will be accepted unless accompanied by a CERTIFIED CHECK, OR BIDDER'S BOND, (executed by a certified surety company with the power to do business in the State of Idaho) for not less than five percent (5%) of the total amount of the bid as a guarantee, which is to be forfeited in case the successful bidder fails, neglects, or refuses to either enter into a contract or execute bonds for the faithful performance of the contract. PERSONAL OR COMPANY CHECKS WILL NOT BE ACCEPTED.

**CONDITIONAL BIDS OR BIDS WITH STIPULATIONS WILL NOT BE ACCEPTED.**

Quotations are to be made F.O.B. Pocatello. All proposals must include the cost of the transportation to the warehouse of School District No. 25, 3115 Poleline Road, Pocatello, Idaho.

**DELIVERY:**

Delivery will be accepted at any time prior to July 1, 2015. However, payment will not be made until after July 1, 2015. ALL ITEMS MUST BE DELIVERED BY JULY 17, 2015, UNLESS OTHERWISE SPECIFIED. FAILURE TO ADHERE WILL BE DEEMED SUFFICIENT REASON TO FORFEIT THE FIVE PERCENT (5%) DEPOSIT.

**PAYMENTS:**

All materials secured under term of contract may be billed for payment on or after July 1, 2015, following delivery. Prices must remain firm as quoted by supplier until quantity awarded is received. Application for payment dated on or before the 25<sup>th</sup> of the month, shall be paid by the 15<sup>th</sup> of the following month. Application for payment dated after the 25<sup>th</sup> of the month shall be paid within 30 days.

**EVALUATION CRITERIA**

Vendor selection on this project will be evaluated based on the following:

- 1) Price.
- 2) Vendor reputation for providing quality materials on a timely basis. If School District No. 25 has not done business with your company within the past 5 years please reference 10 customers with whom you have worked with in the past 2 years.
- 3) Vendor who best meets the specified item as listed will be given priority in bidding a specific item. The Vendor must demonstrate to the District's satisfaction that the substituted item meets or exceeds expectations.
- 4) Multiple vendors may be awarded individual projects when it serves in the best interest of the District.

**DISTRICT REPRESENTATIVE**

**Refer all questions** to Mr. Mooney Spillet, Warehouse Foreman, at (208) 235-3218. Contact with other district staff, Board of Trustees, or Administration, will be by written permission only.

**REMINDER**

1. NO PROPOSAL WILL BE ACCEPTED UNLESS ACCOMPANIED BY A CERTIFIED CHECK, CASHIER'S CHECK OR BIDDER'S BOND. PERSONAL OR COMPANY CHECKS WILL NOT BE ACCEPTED.
2. SAMPLES MUST BE SUBMITTED AT THE BID OPENING WHEN ANY SUBSTITUTION IS MADE, OR THE BID WILL NOT BE CONSIDERED.
3. ALL ITEMS MUST BE DELIVERED BY JULY 15, 2013. FAILURE TO ADHERE WILL BE SUFFICIENT REASON TO FORFEIT THE FIVE PERCENT (5%) DEPOSIT.
4. CONDITIONAL BIDS OR BIDS WITH STIPULATIONS WILL NOT BE ACCEPTED.
5. OUR UNIT INFORMATION MUST BE USED WHEN FIGUREING THE BID PRICE.



S E C T I O N

"AA"

"AB"

## **Instructional Supplies**

2015-2016

**SCHOOL DISTRICT No. 25**

**3115 Poleline Road**

**Pocatello, ID 83201**

BID FORM - Section "AA/AB" - Instructional Supplies

Bids are acceptable on this form only.

**Instructions:**

Type unit price and total price in the right-hand margin. **Alternate bids must be listed in the space provided, with the manufacturer, catalog number and description included.**

*Type firm name, address, phone and email address in this space:*

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**Quotations are to be made F.O.B. Pocatello, ID. All bids must include the cost of the transportation to the warehouse of School District No. 25, 3115 Poleline Road, Pocatello, Idaho 83201. Bid responses must be legible and must be priced to our unit of measurement.**

Item Number	Quantity	Unit	Commodity Description	Item Number	Unit Price	Total Price
AA0009	2000	Sheet	RAILROAD / POSTER BOARD - WHITE 6-ply. 22" x 28"	Alternate item Manufacturer Catalog # Description	_____ _____ _____ _____	_____ _____ _____ _____
AA0011	36	25 sheets per spiral bound book	CHART PAPER. White newsprint. Approximately 24" x 28 1/2". Ruled 1 1/2" guide lined short way. 25 sheets per spiral bound book.	Alternate item Manufacturer Catalog # Description	_____ _____ _____ _____	_____ _____ _____ _____
AA0025	50	500 sheet Ream	CONSTRUCTION PAPER, RED. 12" x 18", Basis 76, Riverside. 500 sheets per ream. Packages of 50 sheets accepted.	Alternate item Manufacturer Catalog # Description	_____ _____ _____ _____	_____ _____ _____ _____
AA0050	300	Pkg/100	PLAIN STOCK INDEX CARDS. 3" x 5", Basis 90. White.	Alternate item Manufacturer Catalog # Description	_____ _____ _____ _____	_____ _____ _____ _____
AA0051	50	Pkg/100	RULED STOCK INDEX CARDS. 3" x 5", Basis 90. White.	Alternate item Manufacturer Catalog # Description	_____ _____ _____ _____	_____ _____ _____ _____
AA0053	100	Pkg/100	RULED STOCK INDEX CARDS. 4" x 6", Basis 90. White.	Alternate item Manufacturer Catalog # Description	_____ _____ _____ _____	_____ _____ _____ _____

AA0055	50	Pkg/100	RULED STOCK INDEX CARDS. 5" x 8", Basis 90. White.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0056	20	500 sheet Ream	MANUSCRIPT PAPER 11" x 8 1/2", Basis 30. White newsprint. 1/2" ruled long way. Alternately ruled with 1/4" between dotted lines. Pencil writing. 500 sheets	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0059	100	500 sheet Ream	MANUSCRIPT PAPER 11" x 8 1/2", Basis 30. White newsprint. 1/2" ruled long way. 1/4" dotted, 1/2" SKIP LINE. Pencil writing. 500 sheets per ream.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0072	10	Roll	PORTA RACK - BLACK. 36", Basis 50. 1000' rolls. Art Kraft or equal.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0073	10	Roll	PORTA RACK - BLUE. 36", Basis 50. 1000' rolls. Art Kraft or equal.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0074	10	Roll	PORTA RACK - BROWN. 36", Basis 50. 1000' rolls. Art Kraft or equal.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0075	10	Roll	PORTA RACK - GREEN. 36", Basis 50. 1000' rolls. Art Kraft or equal.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0078	5	Roll	PORTA RACK - RED. 36", Basis 50. 1000' rolls. Art Kraft or equal.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0080	5	Roll	PORTA RACK - YELLOW. 36", Basis 50. 1000' rolls. Art Kraft or equal.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____

AA0081	20	500 sheet Ream	PRIMARY PRACTICE PAPER. 6" x 9", Basis 30. WHITE newsprint. 3/8" ruled short way. Pencil writing. 500 sheets per ream	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0082	50	500 sheet Ream	PRIMARY PRACTICE PAPER. 6" x 9", Basis 30. CANARY newsprint. 3/8" ruled short way. Pencil writing. 500 sheets per ream	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0085	112	500 sheet Ream	PENCIL OR CRAYON SQUARED PAPER. 9" x 12". 1/4". 500 sheets per ream. White only	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0086	72	500 sheet Ream	PENCIL OR CRAYON SQUARED PAPER. 9" x 12". 1/2", white only. 500 sheets per ream.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0087	16	500 sheet Ream	PENCIL OR CRAYON SQUARED PAPER. 9" x 12". 1", white only. 500 sheets per ream.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0108	2	Roll	WRAPPING PAPER - TAN. 24" width. Basis 50. 1,000 feet per roll.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0109	40	Roll	WRAPPING PAPER - WHITE. 24" width. Basis 50. 1,000 feet per roll.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0110	40	Ream	INDEX CARD STOCK, BLUE 8 1/2" x 11". Basis 90. 500 sheets per ream.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0115	100	Ream	INDEX CARD STOCK, YELLOW 8 1/2" x 11". Basis 90. 500 sheets per ream.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____

AA0116	400	Ream	INDEX CARD STOCK, WHITE 8 1/2" x 11". Basis 90. 500 sheets per ream.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0117	20	Package	PICTURE STORY PAPER - 18" x 12". Blank Space at top (6") with lines on bottom. 5/8" ruling, red baseline, broken midline. 250 sheets per package.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0118	40	Package	RULED NEWS STORYBOOK 8 1/2" X 11"; Pacon 2695; 5 1/2" Heading; 1/2" Ruling Both Sides; 1/4" Midline; Red Baseline; 5/16" Descender Line; D'Nealian	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0120	5	Roll	PORTA RACK - PURPLE. 36", Basis 50. 1000' rolls. Art Kraft or equal.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0121	5	Roll	PORTA RACK - TURQUOISE. 36", Basis 50. 1000' rolls. Art Kraft or equal.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0118W	50	Carton	CARBONLESS PAPER. 3-part straight. 8 1/2" x 11" NCR or equal. <b>Sample required.</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0119W	50	Carton	CARBONLESS PAPER. 4-part straight. 8 1/2" x 11" NCR or equal. <b>Sample required.</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AA0141W	100	Box	ENVELOPES - WINDOW WHITE. No. 10, 24#. White wove. 500 per box. PLAIN. Commercial Grade. <b>Sample required.</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
AB0060	50	Ream	HANDWRITING PAPER GRADE ONE 5/8 inch Ruling; Red Baseline; Broken Midline; 10.5 in x 8 in Zaner Bloser #140141 only 500 sheets per ream	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____

S E C T I O N

"BB"

"BC"

**Instructional Supplies**

2015-2016



**SCHOOL DISTRICT No. 25**

**3115 Poleline Road**

**Pocatello, ID 83201**

BID FORM - Section BB - Instructional Supplies

Bids are acceptable on this form only.

**Instructions:**

Type unit price and total price in the right-hand margin. **Alternate bids must be listed in the space provided, with the manufacturer, catalog number and description included.**

Section BB, Page 5

*Type firm name, address, phone and email address in this space:*

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**Quotations are to be made F.O.B. Pocatello, ID. All bids must include the cost of the transportation to the warehouse of School District No. 25, 3115 Poleline Road, Pocatello, Idaho 83201. Bid responses must be legible and must be priced to our unit of measurement.**

Item Number	Quantity	Unit	Commodity Description	Item Number	Unit Price	Total Price
BB0007	400	500 sheet ream	BLUE BRIGHT COLORS OR FLUORESCENT MULTIPURPOSE PAPER. 8 1/2"x11" Basis 24/60 pound. For use in high speed copiers and computer printers. 500 sheets per ream. <b>Sample Required</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____	_____	_____
BB0008	400	500 sheet ream	BUFF MULTIPURPOSE PAPER. 8 1/2" x 11". Basis 20. For use in high speed copiers, computer printers, and offset duplicators. 500 sheets per ream. <b>Sample Required</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____	_____	_____
BB0009	400	500 sheet ream	GOLDENROD MULTIPURPOSE PAPER. 8 1/2" x 11". Basis 20. For use in high speed copiers, computer printers, and offset duplicators. 500 sheets per ream. <b>Sample Required.</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____	_____	_____
BB0010	400	500 sheet ream	GREEN MULTIPURPOSE PAPER. 8 1/2" x 11". Basis 20. For use in high speed copiers, computer printers, and offset duplicators. 500 sheets per ream. <b>Sample Required.</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____	_____	_____
BB0012	16800	500 sheet ream	WHITE MULTIPURPOSE BOND PAPER. 8 1/2" x 11". Basis 20. For use in high speed copiers, laser printers, and offset duplicators. Minimum brightness 84. 500 sheets per ream. <b>Case Sample</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____	_____	_____

**SCHOOL DISTRICT No. 25**

**3115 Poleline Road**

**Pocatello, ID 83201**

BID FORM - Section BB - Instructional Supplies

Bids are acceptable on this form only.

**Instructions:**

Type unit price and total price in the right-hand margin. **Alternate bids must be listed in the space provided, with the manufacturer, catalog number and description included.**

Section BB, Page 6

*Type firm name, address, phone and email address in this space:*

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***Quotations are to be made F.O.B. Pocatello, ID. All bids must include the cost of the transportation to the warehouse of School District No. 25, 3115 Poleline Road, Pocatello, Idaho 83201. Bid responses must be legible and must be priced to our unit of measurement.***

BC0010	50	500 sheet ream	GREEN BRIGHT COLORS OR FLUORESCENT MULTIPURPOSE PAPER. 8 1/2"x11" Basis 24/60 pound. For use in high speed copiers and computer printers. 500 sheets per ream. <b>Sample Required</b>	<div>Alternate item</div> <div>Manufacturer</div> <div>Catalog #</div> <div>Description</div>
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S E C T I O N

"CC"

"CD"

**Instructional Supplies**

2015-2016

**SCHOOL DISTRICT No. 25****3115 Poleline Road****Pocatello, ID 83201**

BID FORM - Section CC - Instructional Supplies

Bids are acceptable on this form only.

**Instructions:**

Type unit price and total price in the right-hand margin. Alternate bids must be listed in the space provided, with the manufacturer, catalog number and description included.

Section CC, Page 7

*Type firm name, address, phone and email address in this space:*

***Quotations are to be made F.O.B. Pocatello, ID. All bids must include the cost of the transportation to the warehouse of School District No. 25, 3115 Poleline Road, Pocatello, Idaho 83201. Bid responses must be legible and must be priced to our unit of measurement.***

Item Number	Quantity	Unit	Commodity Description	Item Number	Unit Price	Total Price
CC0042	228	Each	VIDEO CASSETTE TAPES. VHS, T-120 minute. Maxell High Grade. <b>Sample Required.</b>	Alternate item Manufacturer Catalog # Description	    	    
CC0056	144	Each	COMPRESSED AIR CANS; 6 ounce cans	Alternate item Manufacturer Catalog # Description	    	    
CD0002	200	Roll	LAMINATING FILM. 25" x 500'. 1" core. Minimum 1.5 mil.	Alternate item Manufacturer Catalog # Description	    	    

S E C T I O N

"DD"

"DE"

## **Instructional Supplies**

2015-2016

**SCHOOL DISTRICT No. 25****3115 Poleline Road****Pocatello, ID 83201**

BID FORM - Section DD - Instructional Supplies

Bids are acceptable on this form only.

**Instructions:**

Type unit price and total price in the right-hand margin. **Alternate bids must be listed in the space provided, with the manufacturer, catalog number and description included.**

Section DD, Page 8

**Type firm name, address, phone and email address in this space:**

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**Quotations are to be made F.O.B. Pocatello, ID. All bids must include the cost of the transportation to the warehouse of School District No. 25, 3115 Poleline Road, Pocatello, Idaho 83201. Bid responses must be legible and must be priced to our unit of measurement.**

Item Number	Quantity	Unit	Commodity Description	Item Number	Unit Price	Total Price
DD0012	144	Box	CRAYONS - JUMBO. Molded, large, paper wrapped. 4 1/2" x 7/16". 8 colors per box. Binney & Smith.	Alternate item Manufacturer Catalog # Description	<hr/> <hr/> <hr/> <hr/>	<hr/> <hr/> <hr/> <hr/>
DD0013	24	Sets	CRAYONS - LIQUID WATER BASE MARKERS. Water base. Non-toxic. Set of 8 colors. Binney & Smith No. 7808.	Alternate item Manufacturer Catalog # Description	<hr/> <hr/> <hr/> <hr/>	<hr/> <hr/> <hr/> <hr/>
DD0024	24	Set of 4	DIVIDER FOR WIRE DESK BASKETS. 5 Inch.	Alternate item Manufacturer Catalog # Description	<hr/> <hr/> <hr/> <hr/>	<hr/> <hr/> <hr/> <hr/>
DD0025	40	Gallon	ELMER'S GLUE. One-gallon plastic containers. Borden's product for wood and paper gluing.	Alternate item Manufacturer Catalog # Description	<hr/> <hr/> <hr/> <hr/>	<hr/> <hr/> <hr/> <hr/>
DD0027	720	Each	ERASERS, PINK PEARL ONLY. 1/2" x 2". Eberhard Faber #300 <b>Sample Required.</b>	Alternate item Manufacturer Catalog # Description	<hr/> <hr/> <hr/> <hr/>	<hr/> <hr/> <hr/> <hr/>
DD0032	100	Box 100	FILE FOLDERS. 9" x 12 1/2". Third cut. Letter size. Manila.	Alternate item Manufacturer Catalog # Description	<hr/> <hr/> <hr/> <hr/>	<hr/> <hr/> <hr/> <hr/>



**SCHOOL DISTRICT No. 25**

**3115 Poleline Road**

**Pocatello, ID 83201**

BID FORM - Section DD - Instructional Supplies

Bids are acceptable on this form only.

**Instructions:**

Type unit price and total price in the right-hand margin. **Alternate bids must be listed in the space provided, with the manufacturer, catalog number and description included.**

Section DD, Page 9

***Type firm name, address, phone and email address in this space:***

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***Quotations are to be made F.O.B. Pocatello, ID. All bids must include the cost of the transportation to the warehouse of School District No. 25, 3115 Poleline Road, Pocatello, Idaho 83201. Bid responses must be legible and must be priced to our unit of measurement.***

DD0037	24	Each	FLAGS, AMERICAN. 4' x 6'. Heavy-duty. 2 ply warp and filling. All weather Polyester - Tough Tex or Equal	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0038	24	Boxes	FLASH CARDS. Addition and subtraction sets. Milton Bradley	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0041	48	Boxes of 200	GUMMED NOTEBOOK REINFORCEMENTS. 9/16" - 1/4" holes.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0055	144	Bottle	CORRECTION FLUID. 0.6 fl. oz. Bottles. BIC WHITE-OUT or equal.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0057	500	Box of 100	SHEET PROTECTORS - Clear, standard weight sheet protectors. Top load, acid-free. Reinforced binding edge, 3-hole punched, 8.5" x 11". 100 per box.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0060	828	Roll	MASKING TAPE - 1". 60 yards per roll. 36 rolls per case. Norton Bear or equal. <b>Sample Required.</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0061	408	Roll	MASKING TAPE - 1 1/2". 60 yards per roll. 36 rolls per case. Norton Bear or equal. <b>Sample Required.</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____

**SCHOOL DISTRICT No. 25****3115 Poleline Road****Pocatello, ID 83201**

BID FORM - Section DD - Instructional Supplies

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**Instructions:**

Type unit price and total price in the right-hand margin. **Alternate bids must be listed in the space provided, with the manufacturer, catalog number and description included.**

Section DD, Page 10

**Type firm name, address, phone and email address in this space:**

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**Quotations are to be made F.O.B. Pocatello, ID. All bids must include the cost of the transportation to the warehouse of School District No. 25, 3115 Poleline Road, Pocatello, Idaho 83201. Bid responses must be legible and must be priced to our unit of measurement.**

DD0062	144	Each	METER STICKS. Made of wood and varnished.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0078	12	Each	PENCILS, BLACK PHANO. Grease.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0080	144	Each	PENCIL SHARPENERS. Boston 1031.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0082	20	Box of 25	OXFORD PENDAFLEX HANGING FOLDERS. WITH TABS-1/5 CUT. Legal size.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0083	24	Each	FRAME FOR PENDAFLEX. Legal size.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0086	3456	Each	PENS, BLACK BALLPOINT. Stick pen with cap. Medium point. Bic Round Stic.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0087	864	Each	PENS, RED BALLPOINT. Stick pen with cap. Medium point. Bic Round Stic.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____



## SCHOOL DISTRICT No. 25

3115 Poleline Road

Pocatello, ID 83201

BID FORM - Section DD - Instructional Supplies

Bids are acceptable on this form only.

**Instructions:**

Type unit price and total price in the right-hand margin. **Alternate bids must be listed in the space provided, with the manufacturer, catalog number and description included.**

Section DD, Page 11

**Type firm name, address, phone and email address in this space:**

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**Quotations are to be made F.O.B. Pocatello, ID. All bids must include the cost of the transportation to the warehouse of School District No. 25, 3115 Poleline Road, Pocatello, Idaho 83201. Bid responses must be legible and must be priced to our unit of measurement.**

DD0088	864	Each	PENS, AVERY BLACK MARKS-A-LOT. AVE 08888 only. <b>Sample Required.</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0089	96	Each	PENS, AVERY RED MARKS-A-LOT. AVE 08887 only. <b>Sample Required.</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0091	96	Each	PERMANENT MARKERS. Extra-fine point. Red. Sanford Sharpie 35002.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0097	144	Each	LIQUID GLUE DISPENSERS. Plastic. For Elmer's glue. 8-oz. size.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0098	12	Each	POINTER, RUBBER TIPPED.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0099	2016	Each	3M POST-IT-NOTES, 2" X 3". Blue. MMM656 only.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0102	12	Jar	FINGER PAINT, BLUE. 8 fl. oz. Containers. Binney & Smith or equal.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____

**SCHOOL DISTRICT No. 25**

**3115 Poleline Road**

**Pocatello, ID 83201**

BID FORM - Section DD - Instructional Supplies

Bids are acceptable on this form only.

**Instructions:**

Type unit price and total price in the right-hand margin. **Alternate bids must be listed in the space provided, with the manufacturer, catalog number and description included.**

Section DD, Page 12

*Type firm name, address, phone and email address in this space:*

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**Quotations are to be made F.O.B. Pocatello, ID. All bids must include the cost of the transportation to the warehouse of School District No. 25, 3115 Poleline Road, Pocatello, Idaho 83201. Bid responses must be legible and must be priced to our unit of measurement.**

DD0110	24	Cans	LIQUID PAINT - BLACK. 16 oz. bottles. Binney & Smith Crayola Artista II Washable Temptra Paint or equal. <b>Sample Required.</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0114	24	Cans	LIQUID PAINT - ORANGE. 16 oz. bottles. Binney & Smith Crayola Artista II Washable Temptra Paint or equal. <b>Sample Required.</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0118	12	Cans	LIQUID PAINT - YELLOW. 16 oz. bottles. Binney & Smith Crayola Artista II Washable Temptra Paint or equal. <b>Sample Required.</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0120	36	Each	RECEIPT BOOKS. Four on one page. Rediform No. 8K806. 2-part. 400 sets/book. Numbered.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0121	12	Boxes	ROLL LABELS, BLUE. Pressure sensitive. Dennison 3 1/2" x 21/32".	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0126	48	Boxes of 1/4 lb.	RUBBER BANDS. Assorted sizes. 1/16" thick. Alliance or equal. <b>Sample required.</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0130	108	Each	RULERS, 1/16" GRADUATION. Graduated metric and regular. Metal straight edge. Westcott R221.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____



**SCHOOL DISTRICT No. 25**

**3115 Poleline Road**

**Pocatello, ID 83201**

BID FORM - Section DD - Instructional Supplies

Bids are acceptable on this form only.

**Instructions:**

Type unit price and total price in the right-hand margin. **Alternate bids must be listed in the space provided, with the manufacturer, catalog number and description included.**

Section DD, Page 13

**Type firm name, address, phone and email address in this space:**

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***Quotations are to be made F.O.B. Pocatello, ID. All bids must include the cost of the transportation to the warehouse of School District No. 25, 3115 Poleline Road, Pocatello, Idaho 83201. Bid responses must be legible and must be priced to our unit of measurement.***

DD0134	216	Each	SCISSORS - 5" pointed tip stainless steel sheers. Fiskars or Acme brand. <b>Sample Required.</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0136	408	Each	SCISSORS - 8" straight, stainless steel sheers with molded plastic handles. Fiskars or Acme brand. <b>Sample Required.</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0137	432	Each	SCOTCH INVISIBLE TAPE. 1/2" X 1,296". 3M No. 6200.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0138	432	Each	SCOTCH TRANSPARENT TAPE. 1/2" X 1,296". 3M No. 5910.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0144	108	Each	STAPLER. Swingline No. 767.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0152	324	Each	TEACHER PLAN BOOKS. Hammond & Stevens 436-6. Elementary.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____

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Section DD, Page 14

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DD0154	48	Each	THUMB TACKS. Nickered Steel. #3, 7/16". Solid head. Tru-Bilt.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0156	48	Cone	TWINE. 24-ply cotton. Calcot or equal.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0170	84	Each	YARD STICKS. Maple. Varnished or smooth coated. Westcott or equal.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0175	288	Each	COLORLED PENCILS. 12 Colors per set. B&S 4012E or equal. <b>Sample required.</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0177	1608	Each	MARKERS, DRY ERASE. Black. EXPO 2 Low Odor.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0178	144	Each	MARKERS, DRY ERASE. Red. EXPO 2 Low Odor.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0179	1668	Each	HIGHLIGHTER - Yellow, Fluorescent. Avery Dennison Hi- Liter or equal. <b>Sample required.</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____



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Section DD, Page 15

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DD0180	408	Each	MARKERS, DRY ERASE. Set of 4 colors, Expo2 or Avery. Low Order. Non Toxic. Chisel tip. <b>Sample Required.</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0183	2400	Each	Glue Sticks. Minimum .26 oz. Clear, permanent. Avery 0161	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0185	84	Each	CLEANER - 8 oz. Spray bottle. For use on porcelain enamel, melamine, electric whiteboard surfaces and dry-erase surfaces. <b>Sample Required.</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0186	408	Each	HIGHLIGHTER - Chisel tip. Water based ink. Compatible with photocopies and computer paper. Avery Hi-Liter, BIC Brite Liner or equivalent. BLUE. <b>Sample Required.</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0187	624	Each	HIGHLIGHTER - Chisel tip. Water based ink. Compatible with photocopies and computer paper. Avery Hi-Liter, BIC Brite Liner or equivalent. PINK. <b>Sample Required.</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD0188	624	Each	HIGHLIGHTER - Chisel tip. Water based ink. Compatible with photocopies and computer paper. Avery Hi-Liter, BIC Brite Liner or equivalent. GREEN. <b>Sample Required.</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____

**SCHOOL DISTRICT No. 25**

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Section DD, Page 16

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DD0189	96	Each	MARKER - Permanent, waterproof ink. Red ink. Fine point. Sharpie brand. <b>Sample Required.</b>	<i>Alternate item</i> _____ <i>Manufacturer</i> _____ <i>Catalog #</i> _____ <i>Description</i> _____
DD0190	2400	Each	MARKER - Permanent, waterproof ink. Black ink. Fine point. Sharpie brand. <b>Sample Required.</b>	<i>Alternate item</i> _____ <i>Manufacturer</i> _____ <i>Catalog #</i> _____ <i>Description</i> _____
DD0199	2400	Each	MARKER DRY ERASE - Black Expo2 Low Odor Fine Point	<i>Alternate item</i> _____ <i>Manufacturer</i> _____ <i>Catalog #</i> _____ <i>Description</i> _____
DD0200	288	Each	MARKER DRY ERASE - Blue Expo2 Low Odor Fine Point	<i>Alternate item</i> _____ <i>Manufacturer</i> _____ <i>Catalog #</i> _____ <i>Description</i> _____
DD0201	216	Each	MARKER DRY ERASE - Green Expo2 Low Odor Fine Point	<i>Alternate item</i> _____ <i>Manufacturer</i> _____ <i>Catalog #</i> _____ <i>Description</i> _____
DD0205	144	Each	RETRACTABLE GEL PEN, BLACK gel ink. Water resistant smear proof with Rubber Cushion grip Medium point. Pilot G-2 or equal.	<i>Alternate item</i> _____ <i>Manufacturer</i> _____ <i>Catalog #</i> _____ <i>Description</i> _____
DD0206	144	Each	RETRACTABLE GEL PEN, BLACK gel ink. Water resistant smear proof with Rubber Cushion grip Fine point. Pilot G-2 or equal.	<i>Alternate item</i> _____ <i>Manufacturer</i> _____ <i>Catalog #</i> _____ <i>Description</i> _____



**SCHOOL DISTRICT No. 25**

**3115 Poleline Road**

**Pocatello, ID 83201**

BID FORM - Section DD - Instructional Supplies

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Section DD, Page 17

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DD0208	84	Each	CORRECTION TAPE - See through dispenser. Smooth dry write on immediately. Must be able to correct both line and letter mistakes. Size 1/5" x 304" Staples OOPS or equal. <b>Sample</b>	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD180W	48	Each	BLACK 3 RING BINDERS. 1" size. Virgin Vinyl. Wilson Jones.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DD186W	720	Each	TAPE, BOX SEALING. 2". MMM 3750 only. Transparent. 60' per roll.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DE0040	24	Each	ADDRESS LABELS - 8.5" x 11" white, laser labels. 3000 labels per box, 30 labels per sheet. Feed from any paper tray. Avery 5160 or equivalent.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DE0086	864	Each	PEN, Black Ballpoint Stick Pen w/cap <b>Fine</b> Point Bic Round Stick	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DE0152	1608	Each	TEACHER PLAN BOOKS. Hammond & Stevens 456-8. Secondary.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____

**SCHOOL DISTRICT No. 25**

**3115 Poleline Road**

**Pocatello, ID 83201**

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Section DD, Page 18

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DE0153	648	Each	TEACHER ROLL BOOKS OR CLASS RECORD. Hammond & Stevens 626-V. Secondary.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____
DE0176	216	Each	PAPER PUNCH, 3 HOLE - Capable of punching 40 sheets of 20 lb paper. Adjustable punch heads, centering guide and removable chip tray.	Alternate item _____ Manufacturer _____ Catalog # _____ Description _____

S E C T I O N

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## **Instructional Supplies**

2015-2016



**SCHOOL DISTRICT No. 25**

**3115 Poleline Road**

**Pocatello, ID 83201**

BID FORM - Section HH/HE - Instructional Supplies

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**Instructions:**

Type unit price and total price in the right-hand margin. **Alternate bid items must be listed in the space provided, with the manufacturer, catalog number and description included.**

Section AA, Page 19

*Type firm name, address, phone and email address in this space:*

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Item Number	Quantity	Unit	Commodity Description	Item Number	Unit Price	Total Price
HE0001	288	Box	BAND-AIDS. 1" x 3". Boxes of 100. <b>Sample Required.</b>	Alternate item Manufacturer Catalog # Description	_____ _____ _____ _____	_____ _____ _____ _____
HE0018	350	Box/100	GLOVES, Medium. Synthetic polymer nitrile non-latex, non-powdered, ambidextrous, non-sterile. Kimberly-Clark safe skin exam gloves; neutral color only. Medicinal Grade. Kim 55082 or equivalent. <b>Sample Required</b>	Alternate item Manufacturer Catalog # Description	_____ _____ _____ _____	_____ _____ _____ _____
HE0019	350	Box/100	GLOVES, Large. Synthetic polymer nitrile non-latex, non-powdered, ambidextrous, non-sterile. Neutral color only. Medicinal Grade. Kimberly-Clark safe skin exam gloves Kim 55083 or equivalent. <b>Sample Required</b>	Alternate item Manufacturer Catalog # Description	_____ _____ _____ _____	_____ _____ _____ _____
HE0020	200	Box/100	GLOVES, Extra Large. Synthetic polymer nitrile non-latex, non-powdered, ambidextrous, non-sterile. Neutral color only. Medicinal Grade. Kimberly-Clark Sterling 55086 or equivalent. <b>Sample Required</b>	Alternate item Manufacturer Catalog # Description	_____ _____ _____ _____	_____ _____ _____ _____