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TO: Region One Purchasing Cooperative (ROPC) Members
FROM: America Retana, Buyer - Purchasing Cooperative
SUBJECT: **Copy Paper and Printing Supplies RFP 23-0131**
DATE: February 21, 2023

This request for proposal (RFP) allows Region One Education Service Center and its Region One Purchasing Cooperative (ROPC) members the opportunity to contract with qualified vendors for Copy Paper and Printing Supplies on an as-needed basis to procure services that include, but not limited to copier paper, envelopes, tabs, binding supplies and printing equipment and supplies. Item descriptions, specifications and/or technical requirements and estimated quantities and pricing, and/or price lists have been provided by each vendor enclosed. ROPC members are required to conduct a cost or price analysis for the procurement of goods and/or services not listed in the line-item section, and within the scope of services offered with this bid solicitation. ROPC members are responsible for the selection of goods and/or services available to meet their needs.

On January 18, 2023 the Region One ESC Purchasing Department received thirteen (13) responses to Copy Paper and Printing Supplies RFP 23-0131. Proposals were evaluated to select the best qualified vendors based on the established criteria. Ten (10) vendors were recommended for award. Vendors recommended for award had complete request for proposal submissions with an evaluation score of 70 or greater. One (1) vendor, *Coast to Coast Computer Products, Inc – Simi Valley, CA*, submitted a duplicate submission. One (1) vendor, *Lighthouse for the Blind of Fort Worth – Forth Worth, TX*, had an incomplete submission. One (1) vendor, *Ray's Business Products – Pharr, TX*, did not have any line items awarded to them, or a price list provided, therefore were not recommended for award.

On February 21, 2023, the Region One ESC Purchasing Department met to review and approve the recommendations of the ROPC Copy Paper and Printing Supplies RFP 23-0131, effective March 1, 2023, through February 29, 2024 with four (4) one-year extension options if all parties are in agreement.

The following ten (10) vendors are awarded:

1. Clampitt Paper Co. of San Antonio, LLC dba Clampitt Paper Co. of San Antonio – San Antonio, TX
2. Coast to Coast Computer Products, Inc – Simi Valley, CA
3. Gateway Printing & Office Supply, Inc – San Antonio, TX
4. GCS Imaging Inc – Maywood, NJ
5. DD Office Products, Inc dba Liberty Paper – Los Angeles, CA
6. Marketing & Technical Materials, Inc – Tualatin, OR
7. Western-BRW Paper Co., Inc dba OVOL USA – Austin, TX
8. Pollock Investments Incorporated dba Pollock Orora – Tempe, AZ
9. Staples, Inc. dba Quill LLC – Framingham, MA
10. The Tree House, Inc – Norwood, MA

For additional information or questions, please contact the Region One Purchasing Cooperative at ebuyone@esc1.net.

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