



Department of Purchasing

100 N. Main Street, 2nd Floor

Suffolk, VA 23434

Ph. (757)925-6762 Fax (757)942-4333

January 16, 2026

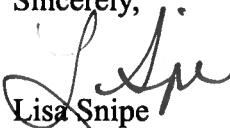
Reuben Tebar
Liberty Paper
5025 Hampton St.
Los Angeles, CA 9008

Dear Mr. Tebar,

Subject: Notice of Award for RFQ 1947-Q, Copy Paper

This notice of award is to Liberty Paper to provide one truckload (840) of Copier Paper as specified for Suffolk Public Schools, based on lowest responsive/responsible bidder. Performance of all products and pricing related to this award shall be in accordance with RFQ 1947-Q, your proposal dated 01/08/2025 in the amount of \$22, 722.00 all made a part of this award by reference. Contact me if you have questions or need additional information.

Please return an acknowledged copy of this Notice of Award to the above address within three (3) calendar days. Thank you and we look forward to working with you.

Sincerely,

Lisa Snipe
Purchasing Technician

Please sign below to acknowledge receipt of the Notice of Award and to agree to the terms of RFQ 1947-Q and your proposal dated January 8, 2025.

Acknowledged this the _____ day of _____, 2025

By _____ Title _____

Copies: Bid File
Bid Tabulation on page 2

