



Department of Purchasing

100 N. Main Street, 2nd Floor

Suffolk, VA 23434

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

August 27, 2026

Ahmad Morid Sultani
Galaxy Logistics Services LLC
1765 Greensboro Station Place, Suite 900
McLean, VA 22102

Dear Mr. Sultani,

Subject: Notice of Award for RFQ 1971-Q, Copier Paper

This notice of award is to Galaxy Logistics Services to provide 1680 cases 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 1971-Q, your proposal dated 08/25/2026 in the amount of \$43,512.00 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 1971-Q and your proposal dated August 25, 2026.

Acknowledged this the _____ day of _____, 2026

By _____ Title _____

Copies: Bid File
Bid Tabulation on page 2

Bid Tab

RFQ 1971-Q Copier Paper for Maintenance and Print Shop

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