

**Marion County Schools**  
1516 Mary Lou Retton Drive  
Fairmont, WV 26554

The Marion County Board of Education is accepting bids for copy paper products for the year 2020-2021.

**YOUR BIDS WILL BE SUBJECT TO THE FOLLOWING:**

- The Board of Education reserves the right to accept or reject any or all bids as a **Whole** or **Part**.
- All supplies must be shipped prepaid to: **Marion County Schools Warehouse, 12<sup>th</sup> Street and Minor Avenue, Fairmont, West Virginia 26554.**
- Deliveries are to be made immediately upon receiving orders, except as specified otherwise on orders. All back orders will be accepted within a 90-day period, otherwise subject to cancellation.
- No bids will be accepted unless accompanied by a letter from a responsible person of the firm guaranteeing delivery upon receiving orders.
- Payment will be made upon receiving invoice on deliveries received.
- Please make quotations on our form, an extra copy of which is enclosed.
- Please include domestic and foreign pricing on your bid.

**All quotations are to be addressed to Steve Malnick, C & I Dept., Marion County Board of Education, 1516 Mary Lou Retton Drive, Fairmont, WV 26554, and must be received no later than 2:00 p.m., Friday, May 15, 2020.**

Sincerely,

Steve Malnick, C & I Dept.  
Marion County Board of Education

HK 4-28-2020

# MARION COUNTY SCHOOLS

## BID SHEET FOR PAPER PRODUCTS

2020-2021

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

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

\_\_\_\_\_

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

Contact Person: \_\_\_\_\_

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

ITEM	ITEM DESCRIPTION	UNIT	TOTAL ITEMS	COST PER	TOTAL COST
1	Print Right or equal 8 1/2 X 11, <b>White</b> , all machines, #20, #92 brightness	REAM	22,000		
2	Print Right or equal 8 1/2 X 14, <b>White</b> , all machines, #20	REAM	100		
3	Print Right or equal 8 1/2 X 11, <b>Canary</b> , all machines, #20, #92 brightness	REAM	500		
4	Print Right or equal 8 1/2 X 11, <b>Blue</b> , all machines, #20, #92 brightness	REAM	500		
5	Print Right or equal 8 1/2 X 11, <b>Green</b> , all machines, #20, #92 brightness	REAM	500		
6	Print Right or equal 8 1/2 X 11, <b>Pink</b> , all machines, #20, #92 brightness	REAM	500		