


NORTH COLONIE CENTRAL SCHOOL DISTRICT
91 FIDDLERS LANE
LATHAM, NEW YORK 12110-5349

Vll. A.1.i

7-7-11

TO: D. Joseph Corr, Superintendent of Schools
FROM: Thomas J. Rybaltowski, Interim Purchasing Agent 
SUBJECT: Copy Paper Bid – White and Colors
DATE: June 29, 2011

Sealed bids duly advertised were opened on June 29, 2011 for white and colored copy paper for the period July 8, 2011 through June 30, 2012. Eight (8) contractors were solicited; three (3) responded as follows (price is per case):

<u>Contractor</u>	<u>WB Mason</u>	<u>CPG</u>	<u>Quill</u>
8 1/2 X 11 White	\$ 26.69	\$ 26.76	No Bid
8 1/2 X 11 3-hole punched	28.88	28.98	37.50
8 1/2 X 14 White	36.76	37.83	46.10
11 X 17 White	28.99	29.70	36.80
8 1/2 X 11 Colored	33.40	34.72	37.40
8 1/2 X 14 Colored	48.57	47.28	56.10
11 X 17 Colored	39.10	41.35	No Bid
8 1/2 X 11 3-hole punched - Colored			
Total Estimated Cost:	\$103,296.00	\$103,469.15	N/A

By bidding, rather than purchasing paper on State contract , we will save 30% to 35% (approximately \$35,000) over the term of the bid. For example, current NY State Contract price is \$36.04 (vs. \$26.69 on bid) per case for 8 1/2 X 11 white copy paper.

Recommendation:

It is recommended that the bid for white and colored copy paper be awarded to W.B. Mason, the low bidder meeting specifications, for an estimated amount of \$103,296, for the period of July 8, 2011 through June 30, 2012.

/pad