


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

VII. B. 5.

8-29-11

TO: D. Joseph Corr, Superintendent  
FROM: Thomas J. Rybaltowski, Assistant Superintendent for Business   
SUBJECT: Printer Ink and Toner Bid  
DATE: August 24, 2011

Sealed bids duly advertised were opened on August 10, 2011, for Printer Ink and Toner Cartridges for the 2011-2012 school year. Nine (9) vendors were solicited; six (6) responded with bids.

Recommendation:

An analysis of the bid by Mrs. Elizabeth McNamara, IT Director, her staff and me, indicates that awards be made to the low bidders meeting specifications in the following total amounts:

<u>VENDOR</u>	<u>AMOUNT</u>
Ink Cloners, LLC	\$14,381.70
S&B Computers & Office Products	6,530.08
Northeast Toner	6,498.00
Office Max	2,096.22
W.B. Mason	<u>810.60</u>
Total	\$30,316.60

Inasmuch as the bid contains 100 items with six vendors responding, no attempt has been made to chart the details for Board presentation. The bid analysis, along with the actual bids, is available for public inspection at the Business Office.

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