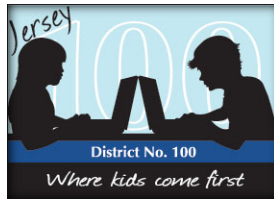


Brad Tuttle
Superintendent



Board of Education
Greg Brown, President
Julie Pohlman, Vice President
Stan Kary, Secretary
Dave Bryden
Josh Evans
David Isringhausen
Peggy Perdun

Jersey Community Unit District No. 100

100 Lincoln Ave. - Jerseyville, IL 62052
Phone: 618-498-5561 Fax: 618-498-5265

Duplicating Paper (BID REQUEST)

BID NO. 2019-5PAP

The Board of Education of Community Unit School District No. 100 is receiving bids for Duplicating paper, for the 2018-2019 school year. (below)

Quantity	Description	Price per case	Your catalog number
400 cases	8.5 x 11 inch (letter size), white, 20 lb, standard duplicating paper for use in ink jet printers and copy machines, 500 sheets per ream, 10 reams per case (note: We are bidding virgin paper)		

Your original bid should be sealed and returned to the Board of Education Office at 100 Lincoln Street, Jerseyville, Illinois 62052 by 10:00 am the day of bid. When returning bids, please mark exterior of sealed envelope with bid number and subject.

All bids for articles are to be as specified or an equal approved by this office. Trade names, pictures, catalog numbers and descriptions should be presented with articles bid that have not been approved by this office.

A public Bid Opening will be conducted at the Board of Education Office at 10:00 A.M on May 23, 2018 at which time bids will be opened and contents announced. No bids will be accepted after this Public Bid Opening. **All bids F.O.B. Jerseyville, IL.** The Board of Education reserves the right to reject any bids or parts thereof and to waive any technicalities.

Sincerely,

Lisa Schuenke
Director of Finance and Human Resources

* * * * *

Bid Endorsement: (To be filled in by Bidder) Date: _____

Company Name: _____ Telephone: _____

Bid Submitted by: _____ Position _____