



Gadsden Independent School District
P.O. Drawer 70
Anthony, New Mexico 88021

Date: May 5, 2021

School Board Agenda Items

Title of Agenda Item: Bid # 20-21-61 Bulk Paper

- Consent Agenda
- Action
- Discussion Items

Board Meeting Date: May 13, 2021

Submitted By: Originator – Georgina Galvan, CPO
Department – Finance Department
Date – May 5, 2021

To Be Presented By: Ludym Martinez, Assoc. Superintendent for Finance

Approved By: Ludym Martinez, Assoc. Superintendent for Finance Date – May 5, 2021

Background and Summary:

The Finance Department requested bids for Bulk Paper for use throughout the District. Source of funds is various. Invitations to bids were sent to nine vendors. Bids were received from four vendors. The following vendors: Olmsted-Kirk-O-K Paper, School Specialty, Shelby Distributions, Inc., and Staples per the attached tabulation sheet. The company awarded is Shelby Distributions, Inc. for letter size paper (8 1/2 x 11) and legal size paper (8 1/2 x 14).

Recommendation:

Approval: Purchasing recommendation is to approve Shelby Distributions, Inc. as our provider for Bulk Paper.

Assigned to Board Agenda for Meeting of (Date): May 13, 2021