

CLOVIS UNIFIED SCHOOL DISTRICT

BID PACKAGE FOR BID NUMBER 2836

Office Supplies for Central Warehouse

Eimear O'Farrell, Ed.D.
District Superintendent

Clovis Unified School District
1450 Herndon Avenue
Clovis, California 93611
(559) 327-9475

CLOVIS UNIFIED SCHOOL DISTRICT

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CLOVIS UNIFIED SCHOOL DISTRICT

NOTICE TO BIDDERS

The Board of Trustees of the Clovis Unified School District of Fresno County, California invites and will receive sealed proposals for **BID NO. 2836** for the award of **Office Supplies for Central Warehouse** on or before **2:00 PM**, on **January 15, 2021** in the Purchasing Department of Clovis Unified School District, 1450 Herndon Avenue, Clovis, California 93611. Due to current Fresno County health regulations, this will not be a public bid opening.

Bids must be accompanied by a bidder's bond, cashier's check or certified check for TEN PERCENT (10%) of the amount of the bid. The bidders bond or certified check shall be made payable to the Clovis Unified School District and shall be given as a guarantee that the bidder will enter into a contract if awarded the work, and will be declared forfeited, paid to, or retained by the District as liquidated damages if the bidder refuses or neglects to enter into a contract on the terms of the accepted proposal within fourteen (14) calendar days after bidders notification of District's acceptance of the proposal. Bidders may not withdraw bids for a period of forty-five (45) days after the date set for opening of bids.

Bids shall be made on forms prepared by the Clovis Unified School District. Bid forms, specifications and further information may be obtained from Sara Malone, Lead Buyer, in the Purchasing Department, phone (559) 327-9485.

The District reserves the right to accept or reject any or all proposals, or any combination of proposals, and to waive any irregularities or informalities which may be legally waived.

Published: Dates: (1) 12/18/2020 (2) 12/25/2020

CLOVIS UNIFIED SCHOOL DISTRICT

Michael Johnston
Associate Superintendent of Administrative Services

INSTRUCTIONS TO BIDDERS

Specifications and/or Drawings are available at:

CLOVIS UNIFIED SCHOOL DISTRICT
Purchasing Department
1450 E. Herndon Avenue
Clovis, California 93611
ATTN: Sara Malone
Phone (559) 327-9485

Bid Proposal:

No bid proposals shall receive consideration by the Clovis Unified School District for **Bid No. 2836** unless made in accordance with the following instructions:

1. Deadline For Receipt of Proposals. Bid proposals must be sealed and filed with the Purchasing Department located at 1450 Herndon Avenue, Clovis, California 93611, on or before 2:00 PM on January 15, 2021. All bids must be received on or prior to that date and time. The District suggests that bids be hand delivered in order to insure their timely receipt. Due to current Fresno County health regulations, this will not be a public bid opening.
2. Requests for Information. Any questions relative to the bid should be directed to the District Superintendent or designee at the address specified for receipt of bid proposals.
3. Bid Proposal Forms. Bid proposals must be made on a form obtained from the District. All items on the form should be filled out. Numbers should be stated in figures, and the signatures of all individuals must be in longhand. The completed form should be without interlineations, alterations, or erasures.
4. Noncollusion Affidavit. Each bidder must return a fully executed noncollusion affidavit, as required by Public Contract Code section 7106, with the completed bid proposal. The noncollusion affidavit is included in this bidding package.
5. Clarification's. Questions regarding documents, discrepancies, omissions or doubt as to meanings will be clarified by the District Superintendent or designee.
6. Execution of Forms. Each bid must give the full business address of the bidder and must be signed by the bidder with his or her usual signature. Bids by partnerships must furnish the full names of all partners and must be signed in the partnership

name by a general partner with authority to bind the partnership in such matters. Bids by corporations must be signed with the legal name of the corporation, followed by the signature and designation of the president, secretary, or other person

authorized to bind the corporation in this matter. The name of each person signing

shall also be typed or printed below the signature. When requested by the District, satisfactory evidence of the authority of the officer signing on behalf of the corporation shall be furnished. A bidder's failure to properly sign required forms may result in rejection of the bid.

7. Bid Security. Bid Proposals must be accompanied with a certified cashier's check, or bidder's bond for an amount not less than ten percent (10%) of the amount of the base bid. The cashier's check or bid bond shall be made payable to the order of the Clovis Unified School District. If the bid bond accompanies the proposal, the bond shall be secured by a surety company satisfactory to the District. Failure to provide bid security or bid security in the proper amount, may result in rejection of the bid.

8. Withdrawal of Bid Proposals. Bid proposals may be withdrawn by the bidders prior to the time fixed for the opening of bids, but may not be withdrawn for a period of Forty Five (45) days after the opening of bids. A successful bidder shall not be relieved of the bid submitted without the District's consent or bidder's recourse to Public Contract Code Section 5100 et. seq.

9. Addenda or Bulletins. Any addenda or bulletins issued during the time of bidding shall form a part of the drawings and specifications issued to bidders for the preparation of their proposals and shall constitute a part of the contract documents.

10. Award of Contract. The District reserves the right to reject any and all bid proposals, to contract work with whomever and in whatever manner the District decides, to abandon the work entirely and to waive any informality or non-substantive irregularity as the interest of the District may require. The District reserves the right to award this bid by line item or in total which ever may be in the best interest of the District.

11. Rejection of Bids. The District reserves the right to accept or reject any and all bids, or any portion or combination thereof, or award on the basis of the total bid.

12. Execution of Contract. The successful bidder shall, within fourteen (14) calendar days of notice of award of the contract, sign and deliver to the District the executed contract. In the event the bidder to whom an award is made fails or refuses to execute the contract within fourteen (14) calendar days from the date of receiving notification that the contract has been awarded to the bidder, the District may declare the bidder's bid deposit or bond forfeited as damages caused by the failure of the bidder to enter into the contract, and may award the work to the next lowest responsible bidder, or may reject all bids and call for new bids.

13. Drawings and Specifications. Each bidder shall be required to return to the District all drawings and specifications in an unmutated condition and without any marks or annotations. All drawings, specifications and other documents used or prepared during the project shall be the exclusive property of the District.

14. Evidence of Responsibility. Upon the request of the District, a bidder shall submit promptly to the District satisfactory evidence showing the bidder's financial resources, the bidder's experience in the type of work being required by the District, the bidder's organization available for the performance of the contract and any other required evidence of the bidder's qualifications to perform the proposed contract. The District may consider such evidence before making its decision awarding the proposed contract. Failure to submit evidence of a bidder's responsibility to perform the proposed contract may result in rejection of the bid.

15. Taxes. Taxes shall NOT be included in the unit prices of the materials, but may be provided as part of the Cost Analysis. The District will pay only the State sales and use taxes. Federal excise taxes are not applicable to school districts.

16. Bid Exception. All exceptions which are taken in response to this bid must be stated clearly. The taking of bid exceptions or providing false, incomplete or unresponsive statements may result in the disqualification of the bid. Allowance of exceptions will be determined by the Board of Trustees, whose decisions shall be final. Any bid exceptions or additional conditions requested after bid closure, which are not detailed within the bid response, may result in

disqualification of the bid. No oral or telephonic modification of any bid submitted will be considered and a telegraphic modification may be considered only if the postmark evidences that a confirmation of the telegram duly signed by the bidder was placed in the mail prior to the opening of the bids.

17. Discounts. Any discount which the bidder desires to provide the District must be stated clearly on the bid form itself so that the District can calculate properly the net cost of the bid proposal. Offers of discounts or additional services not delineated on the bid form will not be considered by the District in the determination of the lowest responsible bidder.

18. Prices. Bidders must quote prices F.O.B. Clovis Unified School District unless otherwise noted. Prices should be stated in the units specified and bidders should quote each item separately.

19. Quantities. The quantities shown are approximate. The District reserves the right to increase or decrease quantities as desired.

20. Samples. On request, samples of the products being bid shall be furnished to the District at no charge.

21. Special Brand Names. In describing any item, the identification of a particular manufacturer or special brand does not restrict bidding to that manufacturer or special brand, but is intended only to indicate the quality and type of item desired. Bidders may furnish any material, product, thing or service of comparable quality or utility. **IF A BIDDER IS REQUESTING SUBSTITUTION OF AN EQUAL ITEM, THE BIDDER MUST CLEARLY INDICATE THE SUBSTITUTION ON THE BID PROPOSAL FORM. THE MAKE AND GRADE OF THE ARTICLE ON WHICH A BID IS SUBMITTED MUST BE STATED IN THE PROPOSAL AND ILLUSTRATIONS, CATALOG AND ALL NECESSARY INFORMATION SUBMITTED SO THAT THE DISTRICT CAN MAKE A COMPLETE EVALUATION OF THE QUALITY AND UTILITY OF THE SUBSTITUTE BRAND BID.** The District encourages alternate brands to be bid. The District reserves the right to make all decisions on product and vendor selection in determining whether a substitute brand is of comparable quality or utility to the brand name specified.

22. Container Costs and Delivery. All costs for containers shall be borne by the bidder. All products shall conform to the provisions set forth in the federal, county, state and city laws for their production, handling, processing and labeling.

Packages shall be so constructed to insure safe transportation to point of delivery.

23. Bid Negotiations. A bid response to any specific item of this bid with terms such as negotiable, will negotiate or similar, will be considered as non-compliance with that specific term.

24. Indemnity. The bidder must hold harmless and fully indemnify the District, its Board of Trustees, officers, employees and agents from all damages or claims for damages, costs or expenses that may at any time arise out of the bidder's performance of, or failure to perform acts, required by the contract documents, including but not limited to infringement or use of any copyrighted composition, secret process, patented or unpatented invention, article or appliance furnished or used in connection with this bid.

25. In the event of any conflict or ambiguity between these instructions and state or federal law or regulations, the latter shall prevail. Additionally, all equipment to be supplied or services to be performed under the bid proposal shall conform to all applicable requirements of local, state and federal law.

26. Substitute Security. In accordance with Section 4590 of the Government Code, the District will permit the substitution of securities for any moneys withheld by the District to insure performance under the contract. At the request and expense of the bidder, securities equivalent to the amount withheld shall be deposited with the District, or with a state or federally chartered bank as an escrow agent, who shall pay such moneys to the bidder upon satisfactory completion of the contract.

Securities eligible for investment under this Section shall include those listed in Government Code Section 16430 or bank and savings and loan certificates of deposit. The bidder shall be the beneficial owner of any securities substituted for moneys withheld and shall receive any interest thereon.

27. If the bidder defaults, the District may procure the articles or services from other sources and may recover the loss occasioned thereby from any unpaid balance due the bidder or by proceeding against a bidder's bond, if any, or by suit against the bidder. The prices paid by the District shall be considered the prevailing market prices at the time such purchase is made.

28. Governing Law and Venue. In the event of litigation, the bid documents, specifications and related matter shall be governed by and construed in accordance with the laws of the State of California. Venue shall be with the appropriate state or federal court located in Fresno County.

29. Delivery Deadline. The equipment/materials sought by this bid proposal must be delivered in satisfactory condition to the location specified by the District in the bid proposal on or before delivery time as indicated by vendor. This time limit is of the essence of the contract. A bidder's failure to provide the equipment/materials to the District by the contract date shall subject the bidder to liquidated damages in the amount of \$200.00 for each and every calendar day by which completion is delayed beyond the contract date.

30. Internet Access. It is the responsibility of all potential bidders who gain access to bid specifications through the internet, to contact the District with the Company name, address, telephone and fax number. This will ensure notification of any bid specification changes through addendum.

Submission of a bid proposal constitutes the bidder's promise to pay liquidated damages as set forth above and the bidder's agreement that the actual occurrence of damages and the actual amount of damages which the District would suffer if the requirements were not completed by the contract date is impracticable and extremely difficult to fix. Damages which the District would suffer in the event of delay are dependent on many circumstances and factors but would include the loss of use of the materials, disruption of school activities, cost of administration and supervision, and the loss suffered by the public and the District by reason of delay in completion of the contract. Accordingly, bidder agrees that the amount set forth herein as liquidated damages shall be presumed to be the amount of damages actually sustained by the bidder's failure to complete the project by the contract date.

If the bidder becomes liable to the District for liquidated damages, the District shall, in addition to all other remedies provided by law, have the right to deduct the amount of liquidated damages owed from the contract sum or to deduct the amount of liquidated damages owed by the bidder from moneys previously retained from the bidder. If the sum deducted by the District is insufficient to discharge the bidder's liability for liquidated damages, the bidder and its sureties shall remain liable to the District until all such liabilities are fully satisfied.

31. Participation. Bidder agrees to extend the terms of the resulting contract to other political subdivisions, municipalities and tax supported agencies.

Such participating governmental bodies shall make purchases in their own name, make payment directly to the bidder, and be liable directly to the bidder, holding Clovis Unified School District harmless.

The successful bidder will invoice each Agency separately. Invoices must show each Agency's purchase order number and be mailed as directed by each separate Agency.

CLOVIS UNIFIED SCHOOL DISTRICT

CLOVIS UNIFIED SCHOOL DISTRICT
BID PROPOSAL FORM

Board of Trustees
CLOVIS UNIFIED SCHOOL DISTRICT
1450 Herndon Avenue
Clovis, California 93612

RE: **Bid 2836**

Dear Members of The Board of Trustees:

The undersigned, doing business under the firm name of _____

_____, having carefully examined the Notice to Bidders, the Instructions to Bidders, the Contract, the Specifications and all of the contract documents for the proposed **Office Supplies Warehouse Stock** proposes to perform the contract, including all of its component parts, and to furnish all materials and labor called for by them for the entire order, including all taxes as follows:

AMOUNT OF BID \$ _____

_____ **Dollars and** ____/100

Delivery will be made within **60** calendar days after receipt of order.

Prices will remain firm for **not less than 90 or** _____ calendar days after award.

SUBMITTED BY:

COMPANY

ADDRESS

CITY/STATE/ZIP

SIGNATURE

PLEASE TYPE OR PRINT NAME

TITLE

DATE

PHONE

EMAIL

CLOVIS UNIFIED SCHOOL DISTRICT
NONCOLLUSION DECLARATION

BID 2836

Office Supplies for Central Warehouse

State of California)

) ss.

County Of Fresno)

I, _____, being duly sworn, declare that I am

_____ of _____ the party making the foregoing bid that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any other bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Dated this _____ day of _____, 20__ at _____ California.

Signature



1450 Herndon Avenue • Clovis, California 93611 • 559-327-9000

**BID 2836
OFFICE SUPPLIES**

Bid Item Listing

If bidding on a listed brand, CIRCLE on bid form.
If proposed brand is not listed, note in comment field.

Please specify any case quantity or minimum order amounts. Note in the comment field.

LN	Qty	Unit	Description/Product ID	Unit Price	Extended Price	Comment
1	96.00	EA	1510015 WASTEBASKET, RECTANGULAR PLASTIC 12 3/4"DIA X 16 1/4"H, 7 GALLON, GRAY OR BLACK, ***1510015 99 OR EQUAL 01 RUBBERMAID #2830 02 LOMA 823 03 RUBBERMAID 2956 15X11X15 RECTANGULAR 04 TENEX 16024 RECT. 7 GAL 05 RUBBERMAID 69179 06 RUBBERMAID 69176 (BLACK) 221-481 07 CONTINENTAL 2818BK 08 COASTWIDE 124867			
2	96.00	EA	1510035 BOOK, CLASS RECORD, TEACHER'S, K-12, SPIRAL BOUND, ***1510035 99 OR APPROVED EQUAL 01 GEOGRAPHY WORKBOOK COMPANY #201 02 EASTMAN ER110 03 WEBBER P3-206030 04 IMPERIAL 11300 05 HAMMOND & STEVENS 610-P 06 ELAN R1010 07 TOPS41200 (524-975)/NOT ACCEPTABLE			
3	2100.00	PKG	1510040 BOOK, COMPOSITION, 40 SHEET/80PAGE, 10 X 8", LINNET COVERING, FAINT RULING, 12 PER , ***1510040 99 OR EQUAL 02 MEAD 09-4075 03 CLASSMATE #1040 04 PRUDENTIAL FEIDCO 22571 05 AVERY 43-461 06 IMPERIAL 1142 40M 07 EVERETTE 1040 11 SOUTHWEST 114240M			

4	300.00	EA	1510045 BOOK, DAILY LESSON PLAN 11 X 9 3/8", 52 SHEETS, TWIN WIRE, 7 PERIODS, ***1510045 99 OR EQUAL 01 WESTAB INC #50-1500 02 MEAD 50-1500 03 G W SCHOOL SUPPLY 04 PAC. CENTRAL W755 05 EASTMAN EP-7WC 06 WEBER P3-206040 07 ELAN W101 08 IMPERIAL 11380 09 HAMMOND & STEVEN 400-P
5	54.00	Set	1510062 BRACKET, HANGING FOLDER, LEGAL SIZE, (ONE SET DOES ONE DRAWER), ***1510062 99 OR APPROVED EQUAL 01 OXFORD PENDAFLEX #443 02 ASSOCIATED F1-C53F6 03 GW 402-6 04 PIONEER #AC902 05 UNIVERSAL F5R68U 06 QUALITY LINES 2290-LG 07 CKF #HF 802 08 C LEONARD #960 09 IMPERIAL 1425LG 10 PIONEER FG-6 (AC902)
6	300.00	Set	1510073 LAMINATING FILM, 27" x 250', 3ML 1" CORE 2 ROLLS PER BOX, CO-POLYMER, ***1510073 01 FRANK WILBER ** NOT ACCEPTABLE 02 GBC 3126514 99 OR EQUAL 03 RL-27 04 HOP LR-3X2T1250Y ***UNACCEPTABLE 05 BRYCE COCULAM 03-273-IC
7	6000.00	EA	1510075 BINDER, VIEW, 1" WHITE, ***1510075 99 OR EQUAL 01 AVERY DENNISON CV 11-10 02 OXFORD RVL WE 03 WILSON JONES WO-5506 *NOT ACCEPTABLE* 04 SAMSTILL 18537C (1160308)

05 WT 362-14W/12PER CASE
06 JUST BASICS BASIC ROUND RING (OFFICE DEPOT
396291)

84.00 **PKG**
1510093
LABEL INSERTS, BLANK - FOR PENDAFLEX TABS, 10
STRIPS PER PACKAGE, ***1510093

99 OR APPROVED EQUAL
01 OXFORD NO.242
02 KLEER-FAX 242
03 SCM
04 GLOBE WEIS 45QL

504.00 **PKG**
1510094
CARDS, INDEX, PLAIN, CANARY, 3X5", 100/PKG
, ***1510094

99 OR EQUAL
01 OXFORD #7320
04 SCM H610
02 GLOBE WEIS
03 ASSOC. #C305-CA
04 .
05 SCHOOL SMART 088725

640.00 **PKG**
1510104
CARDS, INDEX, PLAIN, WHITE, 4X6", 100/PKG 60
PKG PER CASE) , ***1510104

99 OR EQUAL
01 OXFORD #7420
02 GLOBE WEIS 460SX
03 ASSOC #CO46
04 DATACOM 88223
05 SCM 710
06 OXFORD 40
07 APC IND46P
08 SSSI210WE

250.00 **PKG**
1510110
CARDS, INDEX, RULED, WHITE, 5X8", 100/PKG
, ***1510110

99 OR EQUAL
01 OXFORD #7521
02 GLOBE WEIS 581SX
03 ASSOCIATED F3-C58
04 OXFORD 51
05 UNIVERSAL 58
06 OXFORD 58
07 ESSELTE 90198
08 APC IND58RL



20004.00 **BA** 1510122 GLUE STICK, CLASSROOM, CLEAR NON TOXIC, .20-.24 OZ ,***1510122

02 BORDEN ELMERS E510 (.21 OZ.)
 99 NO SUBSTITUTIONS
 03 ELMER'S E556 (.24 OZ)

900.00 **Box** 1510135 BINDER CLIPS, SMALL, 3/4", BOX OF 12 CLIPS, ***1510135

99 OR EQUAL
 01 OFFICE DEPOT 825-182
 02 QUILL
 03 PYRAMID BC-02/1199660
 04 BC20
 05 OFFICE DEPOT 825182B (429-415)
 07 IMPERIAL 1294-020
 08 SCHOOL SMART 032397

1800.00 **Box** 1510140 BINDER CLIPS, MEDIUM, 1 1/4", BOX OF 12, ***1510140

99 OR EQUAL
 02 QUILL
 01 OFFICE DEPOT 825-190
 03 C.LEONARD BC-05
 04 BC50
 05 IMPERIAL 1294-050
 06 SCHOOL SMART
 07 SCHOOL SMART 032403 **INCORRECT SIZE-LARGE**
 08 SCHOOL SMART 032400

2040.00 **Box** 1510150 CLIPS, PAPER, SMALL, 100 PER BOX, 10/CTN PER CARTON, 1 1/4" LENGTH , ***1510150

99 OR EQUAL
 01 SCOVILL #71C
 02 NOESTING #1
 03 ACCO 72360
 04 ABEL GEM #1
 05 LION #1
 06 A & W #1
 07 ASSOCIATED 02001
 08 OFFICEMATE PCI/308-478
 09 CHARLES LEONARD 201E
 10 SITICH C G1
 12 STANDARD PCI



13 FALCON PCR
14 OD 10001 (308-478)
15
OFFICE DEPOT 429-266

16 OFFICEMATE 99911-PC1
17 BSN65638

116 216.00 BA 1510162
CLIPBOARD, 6" X 9", MASONITE ***1510162*
01
UNV05610

02 IMPERIAL 1272MO
99 OR APPROVED EQUAL
03 TRADE QUEST GLOBAL CORP MMB12, 44122000

17 300.00 BA 1510163
CLIPBOARD, LEGAL SIZE, 9" X 15 1/2", 1/4",
24/CTN, ***1510163
99 OR EQUAL
01 QUIL #705
02 A & W 40
03 ASSOCIATED 00205
04 STEMPEL 252
05 CASCADE F700205
06 CHAS LEONARD #89004
07 PYRAMID 1162403
08 OIC 83141 (174-276)
09 IMPERIAL 1272LG

15 504.00 BA 1510170
COMPASS, ARC, W/HALF LENGTH PENCIL, ELEM.
, ***1510170
99 OR EQUAL
01 E. FABER CO #1756
02 STERLING
03 A & W #17007
04 REX 3813
05 GENERAL G-591
06 IMPERIAL 13010

19 96.00 BA 1510224
ERASER, BLACKBOARD, 5", DOUBLE STITCHED SIX
STRIPS OF DENSE PREMIUM FELT INDIVIDU DOUBLE
SEWN TO A BACKING FELT, SIZE 2" WI 1 5/16"
DEEP, 5" LENGTH, ***1510224
99 OR EQUAL
01 CASTELLO DOUBLE SEWED
02 ELGIN 5 " SPECIAL



1450 Herndon Avenue • Clovis, California 93611 • 559-327-9000

- 03 BAKER IN05
- 04 IMPERIAL 1360-5
- 05 CHALKBUSTER 2060
- 06 QUARTET ZENITH

3000.00 *CA*
 1510235
 ERASER, WHITE BOARD ,***1510235
 99 OR EQUAL
 01 SANFORD 81505
 02 WHISPER KLEEN 5005*NOT ACCEPTABLE**
 03 CHARLES LEONARD 74535

- 04 WHITEBOARD WIZARD 2020*NOT ACCEPTABLE**
- 05 STANDARD T104
- 06 PYRAMID 1718998

2520.00 *Box*
 1510236
 ERASER, PINK PEARL, MEDIUM SIZE 12 PER BOX
 ,***1510236
 99 OR EQUAL
 01 EBERHARD FABER N6-100
 02 DIXON
 03 REMBRANDT #10
 04 GENERAL 102
 05 EASTMAN E-300
 06 GENERAL 100E
 07 FABER 70528
 08 IMPERIAL 13555
 09 IMPERIAL 13675
 10 STANDARD GEN G-100
 11
 12
 OFFICE DEPOT ERPKN24 /279-632

SOUTHWEST Z13675

360.00 *Box*
 1510253
 FASTENERS, PAPER, ROUND HEAD #4, BRASS 1"
 LONG, 100/BOX ,***1510253

- 01 ACCO #4
- 02 SCOVILL #4
- 03 NOESTING #4
- 04 A & W #4
- 05 REX #4
- 06 ABEL RH4
- 07 CHARLES LEONARD 4RBP
- 08 UNIVERSAL V7-74113
- 09 CASCADE
- 10 IMPERIAL 139-4



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- 11 GENERAL 4RH
- 12 SCHOOL SMART 059952
- 13 IMPERIAL 13904

23
 240.00 **Box** 1510284
 FOLDERS, HANGING-LEGAL 1/5 CUT 25 PER BOX
 , ***1510284
 99 OR EQUAL
 01 OXFORD PENDAFLEX #4153
 02 ASSOC. F1-C53-1/5
 03 G W 422 1/5
 04 SCM HF 151 NOT ACCEPTABLE (LETTER SIZE)
 05 DATACOM HF25T
 06 OXFORD 91535/81622
 07 SMEAD C15HRC
 08 UNIVERSAL 14215
 09 SMEAD C25H
 10 OFFICE DEPOT 811-018
 11 DIVERSAFILE 4211-400
 12 AMPAD 422 1/5
 13
 AMPAD 373 1/5
 14
 ESSELTE 373 1/5

24
 240.00 **Box** 1510285
 FOLDER MANILA, LETTER SIZE, 1/2 CUT, 100 PER
 BOX , ***1510285
 99 OR EQUAL
 01 GLOBE WERNICKE 721-2
 02 ATLAS 332
 03 GLOBE WEIS 21 1/2
 04 DATACOM F120
 05 OXFORD 752 1/2
 06 SMEAD 152L
 07 AMPAD 752 1/2
 08 AMPAD 221 1/2
 09
 OFFICE DEPOT 543-271

25
 360.00 **Box** 1510287
 FOLDER, HANGING, LETTER SIZE, 1/5 CUT,
 STANDARD GREEN, 25 PER BOX
 01
 ESSELTE 372 1/5
 02
 OFFICE DEPOT 810-994
 03 OXFORD 372 1/5



1450 Herndon Avenue • Clovis, California 93611 • 559-327-9000

99 OR APPROVED EQUAL

252.00

Box

26

1510292 FOLDER, MANILA, LEGAL SIZE, 3RD CUT, 11 POINT,
100 PER BOX ,***1510292
99 OR EQUAL
05 CASCADE
07 OXFORD 753 1/3
01 GLOBE WERNICKE #722-3
02 ATLAS 343
03 GLOBE WEIS 22 1/3
04 DATACOM F230
06 OX ESSETT
08 SMEAD
09 DIVERSIFILE 92-3000
10 AMPAD 222 1/3
11 ESSELTE 371 1/3

8352.00

BTL

27

1510312 GLUE, WHITE, 4 OZ. SQUEEZE BTL. 48 PER CTN.
PRODUCT SHALL HAVE THE CERTIFIED PRODUCTS SEAL
OF THE ARTS & CRAFT INSTITUTE FOR NON-TOXICITY
& QUALITY. VENDOR MUST PROVIDE MATERIAL SAFETY
DATA SHEET. ,***1510312
01 ELMERS E1322NR ** NO SUBSTITUTE **

2016.00

SET

28

1510334 INDEX, CLEAR PLASTIC TAB FIVE/SET, 2" , 8 1/2"
X 11" SHEET ,***1510334
99 NO SUBSTITUTIONS *****
04 AVERY 11110

204.00

Box

29

1510475 PEN, BALL POINT, FINE, BLACK, ,***1510475
01 BIC #PF39
02 LONGLIFE F336
03 FABER 7600 SPIRIT
05 SPIRIT ASSOC. C991C
08 PAPERMATE 968-01 **NO SUB**
09 PAPERMATE 85587 (524-992)
10 PAPERMATE COMFORTMATE 6180187
11 PAPER MATE 3381131

408.00

Box

30

1510477 PEN BALL POINT, FINE BLUE ,***1510477
01 BIC #PF39
02 LONGLIFE F336
05 SPIRIT ASSOCIATED C911C
08 PAPERMATE 966-01 ** NO SUB **
09 PAPERMATE 85588



10
PAPERMATE 6160187
11
BIC GSF

31 816.00 *Doz* 1510479
PEN BALL POINT, FINE, RED , ***1510479
01 BIC #PF39
02 LONGLIFE F336
05 SPIRIT ASSOC. C931C
08 PAPERMATE 85591
09 PAP6170187
10 SCHOOL SMART 077236
11 SCHOOL SMART SSI 038163

32 1104.00 *Doz* 1510490
PEN, BALL POINT, MEDIUM, BLACK , ***1510490
05 FABER CAS (ASSC C990C)
08 PAPERMATE 963-01
09 SANFORD SAGA 52011
10 PAPERMATE CONFORTMATE 6130187
11 BIC SOFTFEEL 11BK
12 PAPERMATE 85585 (524-968)
13
14
PAP3331131

BIC GSM
15 PAPERMATE GRIP OFFICE DEPOT SKU 863173
16 SCHOOL SMART 038158

33 804.00 *Doz* 1510492
PEN, BALL POINT, MEDIUM, BLUE , ***1510492
08 PAPERMATE 961-01 **NO SUB**

34 408.00 *Doz* 1510494
PEN, BALL POINT, MEDIUM, GREEN, , ***1510494
02 LONGLIFE
05 FABER CAS (ASSOC C950C)
08 PAPERMATE 614-01
09 PAPERMATE 334-11

35 708.00 *Doz* 1510496
PEN, BALL POINT, MEDIUM, RED , ***1510496
08 PAPERMATE 962-01 **NO SUB**

36 360.00 *Doz* 1510510
PEN, MARKING, FINE, BLACK, WASHABLE NON
TOXIC, FLEX. FELT TIP , ***1510510
01 VENUS ESTERBROOK

144.00 *Doz*

- 02 FLING 7735
- 03 MAGIC 200
- 04 WEAREVER 721KF
- 05 PENN X-90MP
- 06 BINNEY & SMITH CRAYOLA
- 07 PRANG
- 08 EBERHARD FABER COLORBRITTE
- 09 BEROL
- 10 VENUS FABER CASTEL 61011
- 11 DIXON TREND 81170
- 12 SANFORD 380XX
- 13 EBERHARD FABER 38011
- 14 LIQUT-MARK 11201

144.00 *Doz*

- 1510520
- PEN, MARKING, SUPERFINE, BLACK MUST BE CERTIFIED NON TOXIC ,***1510520
- 14 FABER SANFORD 33061*NOT ACCEPTABLE**
- 15
- SHARPIE 3700 BK **NOT SUPERFINE SO UNACCEPTABLE **
- 16 SHARPIE SAN37001

20004.00 *Doz*

- 1510555
- PENCIL, #2, WITH ERASER, WOOD CASE ONLY * NO SUBS* (120 DOZ PER CASE) ,***1510555
- 99 OR EQUAL
- 01 DIXON EXECUTIVE #402
- 02 FABER-CASTELL #1492
- 03 GENERAL 310
- 04 FABER CASTELL 210-2
- 05 DIXON ORIOLE 287-2
- 06 FABER 12132
- 07 DIXON 14402 * NOT ACCEPTABLE
- 08 MUSGRAVE PROSPECTOR #2
- 09 DIXON 12872
- 10 825488 OFFICE DEPOT ***UNACCEPTABLE DUE TO PACKAGING***

300.00 *Doz*

- 1510565
- PENCIL, PRIMARY, MEDIUM DIAM LEAD, ,***1510565
- 99 OR EQUAL
- 01 FABER-CASTELL VENUS 340
- 02 DIXON #13040
- 03 GENERAL 909
- 04 MUSGRAVE 2020

120.00 *PKG*

- 1510576
- 1510576 PENCIL GRIPS PKG OF 5, ASSORTED



COLORS SOFT FOAM FOR A COMFORTABLE GRIP
99 OR EQUAL
01 SANFORD 83019 (PKG OF 5)
02 POINTE 20051 (PKG OF 5)
03 BAUCE2600 (PKG OF 6) **UNACCEPTABLE
04 LEONARD 80805 (PKG OF 5)

300.00

EA

41

1510577
PENCIL SHARPENER, WITH SELECTOR WHEEL,
ELECTRIC AUTO RESET, #1510577 COMPACT DESIGN
NONSKID FEET. LIMITED 2 YR WARRANTY AUTO
PENCIL-SAVER TO PREVENT OVERSHARPENING
99 OR EQUAL
05
XACTO BOSTON SCHOOL PRO 1670
99 ** NO SUBSTITUTIONS **

60.00

EA

42

1510584
PENCIL SHARPENER WITH SELECTOR WHEEL
,***1510584
99 OR EQUAL
01 BOSTON 1031

96.00

BOX

43

1510595
PIPE CLEANERS, WHITE, 100 PER BOX/BAG
,***1510595
99 OR APPROVED EQUAL
01 7112 WH
02 BERRY 7110-U
03 BARRY 7112
04 STANDARD 7112-WH BAG
05 STANDARD 7112-WH
06 SCHOOL SMART 085861
07
CREATIVITY STREET / OD717-599
08 OFFICE DEPOT #295982 100/PACK
09 3620WE LEONARD
SOUTHWEST SCHOOL SUPPLY
10 IMPERIAL 3620WE

600.00

PKG

44

1510601
POST IT NOTES, 3"X 3" NEON COLORS 12 PER PKG:
NEON PINK, ORANGE, GREEN WATERMELON. 100 SHEETS
PER PAD ***WHSE- ISSUE IS 12 IN A PACKAGE***
,***1510601
01 3M 654 NEON ***NO SUBS***
02 3M 654 NEON-BONUS PACK OF 14 **NO SUBS***
99 NO SUBS***



45 17,568 EA

MARKER, DRY ERASE-BLACK, CHISEL TIP, FOR USE ON WHITE MARKER BOARD ***NON TOXIC MUST HAVE AP/CP SEAL AND CHOKE PROOF CAP , ***1510611

15000.00

EA

46

MARKER, DRY ERASE-BLUE, FOR USE ON WHITE MARKER BOARD *** NON TOXIC MUST HAVE AP/CP SEAL AND CHOKE PROOF CAP , ***1510612

5004.00

EA

47

MARKER, DRY ERASE - RED, FOR USE ON WHITE MARKER BOARD *** NON TOXIC *** MUST HAVE AP/CP SEAL AND CHOKE PROOF CAP , ***1510613

5004.00

EA

48

MARKER, DRY ERASE-GREEN, CHISEL TIP, FOR USE ON WHITE MARKER BOARD MUST HAVE AP/CP SEAL AND CHOKE PROOF CAP , ***1510614

2400.00

DOZ

49

MARKER, DRY ERASE, BLACK 12 PER BOX FINE POINT, NON-TOXIC , ***1510615

84.00

EA

50

99 OR EQUAL
01 CENTAMATIC MULTIPLE #300
02 ACCO 300/H2-74250
03 WILSON 271 1/2
04 ACCO #74250 ***NO LONGER ACCEPTABLE***
05 HUNT 74250
06 HUNT 1501
07 ACCO 74300
08 CLINE 90300
09 IMPERIAL 1672-3
10 POWER PUNCH 1501 *NOT ACCEPTABLE**
11 CHAS LEONARD 90300
12 STATUS PLUS 41-024 (1111178) (1201599)
13 OFFICE DEPOT 427-151 ***UNACCEPTABLE ***
14 SCHOOL SMART SSI 038174

360.00

1510630

51



PUNCH, HAND, 5", 1/4" ROUND, ***1510630
 99 OR EQUAL
 01 B2600-5
 02 MCGILL H2-403R
 03 A & W 1225 NC
 04 REX 3816
 05 ABLE
 06 ROGER
 07 IMPERIAL 1676
 08 OFFICE MATE H2HP1
 09 C LEONARD 90001
 10 GENERAL G1
 11 SCHOOL SMART 039423
 12 PYRAMID 1111160

52

EIA

250.00
 1510641
 RECEIPT BOOK, FOUR ON A PAGE, 12 X 8 1/2"
 TRIPLICATE, ***1510641
 99 OR EQUAL
 01 REDIFORM #8K808
 02 TOPS/ADAMS TC1182
 03 TOPS 46808
 04 E. FABER 200-16-1/4
 05 HAZTC1182

53

PKS

265.00
 1510654
 RUBBER BANDS, 1/4 LB BOX, SIZE 16, ***1510654
 99 OR EQUAL
 01 B F GOODRICH
 02 ALLIANCE "ECO"
 03 WESTTRADE
 04 REVERE
 05 R & D RUBBER
 06 ABEL 200
 07 ABLE #16
 08 CARDINAL C16RB-14
 09 OFFICEMATE RB-R-16
 10 SCHMERHORN
 11 GENERAL
 12
 13
 OFFICE DEPOT 2416808 / 856-198
 IMPERIAL 172016

54

PKS

408.00
 1510656
 RUBBER BANDS, 1/4 LB BOX, SIZE 18, ***1510656
 99 OR EQUAL
 01 B F GOODRICH #N1-418



- 02 PLYMOUTH P18 1/4
- 03 ALLIANCE ECO
- 04 HUDSON 19
- 05 WESTTRADE 18
- 06 REVERE
- 07 R & D RUBBER
- 08 ABEL 200-18
- 09 CARDINAL C18RB-14
- 10 OFFICE MATE RB-R-18
- 11 ASSOCIATED A6-90103
- 12 SCHMERHORN
- 13 GENERAL
- 14

IMPERIAL 172018

5580.00

EA

- 1510665
- RULER, PLASTIC, ONE SIDE INCHES DOWN TO 16THS,
- OTHER SIDE METRIC (CM/MM) . , ***1510665
- 99 OR APPROVED EQUAL

- 01 WESTCOTT
- 02 ACME R-410-12
- 03 FALCON 71-12
- 04 A & W 36012
- 05 LEONARD 77412
- 06 GENERAL 16220
- 07 FISKARS 8772
- 08 NINRO 033843
- 09 ODRTP-003608-OP-087-05 720-461
- 10 STANDARD 16220
- 11 IMPERIAL 1760CR
- 12 AMAZON SZLFXS CLEAR PLASTIC THIN RULER

5004.00

EA

- 1510682
- SCISSORS, 5", BLUNT, AMBIDEXTROUS , ***1510682
- 99 OR EQUAL
- 01 ACME KIENCTT #340-C
- 02 WESTRADE
- 03 ACME 105-240-S-5
- 04 ACME 240-C
- 05 FALLON H3-F240S5
- 06 IMPERIAL 1783S5
- 07 STANDARD 9430
- 08 ACME 42515
- 09 SPR39045
- 10
- GENERAL E9416
- 11 WESTCOTT - OFFICE DEPOT



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57 EA
 5004.00 12 ACME 42516
 1510684
 SCISSORS, 5" SEMI SHARP, AMBIDEXTROUS
 ***1510684*
 99
 OR EQUAL
 01
 GENERAL E9430
 02 IMPERIAL 1783S5
 03 ACME 42515

58 EA
 5004.00 1510688
 NOTEBOOK, WIREBOUND, COLLEGE RULED, 8.5 X 11",
 1 SUBJECT, 70- 80 SHEETS, ***1510688
 01
 RED33709_BULK
 03
 TOPS 65022
 04 IMPERIAL 1157070C

59 EA
 2448.00 1510690
 SCISSORS, 8" LENGTH, OFFICE USE, ***1510690
 99 OR EQUAL
 01 ACME #101-8**NO LONGER ACCEPTABLE
 02 GLOBE WEIS #111-8 ** NO LONGER
 03 OFFICE MATE FCS-8 **NO LONGER ACC
 04 ROGERS **NO LONGER ACCEPTABLE
 05 FALCON FST8 **NO LONGER ACCEPT
 06 SNIPPY B848 STAINLESS STEEL ONLY
 07 LEONARD 75812 (1174853)
 08 FALCON FB+BS-8
 09 STANDARDS 2100
 10 FALCON FBTBSV-8
 11
 ACME 40618
 12 IMPERIAL 178458

600.00 EA
 1510708
 STAPLE REMOVER, ***1510708
 99 OR EQUAL
 01 ACE #600
 02 BOSTITCH G-600
 03 ASSOCIATED 01600
 04 QUALITY LINES 22
 05 OFFICEMATE SRA
 06 LEONARD 050/92420
 07 GENERAL 32002
 08 STATUS PLUS 66-008 (1111384)



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2400.00

61

Box

09 IMPERIAL 18360
 1510714
 STAPLES, STANDARD, FOR ALL STANDARD STAPLERS,
 5000 PER BOX , ***1510714
 99 OR EQUAL
 01 SWINGLINE #SF-1
 02 BOSTITCH SBS-19 1/4 CP
 03 ABEL
 04 OFFICEMATE SE-1
 05 BATES STBC
 06 ***LEONARD #84500-NOT ACCEPTABLE
 07 SPARTAN S100
 08 OFFICEMATE 10900
 09 STANDARD STBC
 10 BOSTON 73785B (1520717)
 11
 OFFICE DEPOT 207-902
 12 IMPERIAL 18305

60.00

62

EA

1510717
 ELECTRIC STAPLER, BLACK LOAD FULL STRIP OF
 STANDARD STAPLES STAPLES TO 25 SHEETS 20 LB
 BOND PAPER 2 YEAR LIMITED WARRANTY , ***1510717
 99 OR EQUAL
 01 STANLEY BOSTITCH 02210
 02 SWINGLINE 10105P *NOT ACCEPTABLE **

864.00

63

EA

1510757
 STORAGE BOX, SMALL WITH ATTACHED LIDS, 15 X 12
 X 10 *MUST BE PACKAGED 12 PER BOX***
 , ***1510757
 99 OR EQUAL
 01 BANKERS BOX #772
 02 OC725 **LID NOT ATTACHED/NOT ACCEP
 03 FELLOWES 00703 W/ATTACHED LID
 04 BOISE E500703
 05 PERMA 03325 **NOT ACCEPTABLE**
 06 ***REVIEW PO FOR BRAND AND PKG COUNT***
 07 BANKERS BOX KRAFT GREEN - OFFICE DEPOT SKU
 198802

504.00

64

EA

1510760
 TABLET, CHART, RULED, 24 X 32", 2 HOLE PUNCH,
 1" RULED, SPIRAL BOUND , ***1510760
 99 OR EQUAL
 01 NIFTY 9250
 02 PENWORTHY 250-1
 03 BEMISS JASON 7461



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- 04 PACON 9707 / 74610
- 05 RIVERSIDE
- 06 AMERICAN
- 07 APC APS2410

372.00 *PKG*
 1510765
 SELF STICK PLAIN EASEL PADS 25" X 30 1/2"
 CARTON OF 2 PADS , ***1510765
 01 3M 559 * NO SUBS *

4752.00 *PL*
 1510778
 TAPE, SCOTCH TAPE 3/4" X 36 YARDS 1" CORE
 , ***1510778
 01 SCOTCH 3-M 810-3/4-36 *NO SUBSTITUTION **

204.00 *PL*
 1510782
 TAPE, MASKING, 1/2" X 60 YDS, 3" CORE MULT. OF
 72 , ***1510782
 99 OR EQUAL
 01 SCOTCH #202 INDIVIDUAL BOXED ROLLS
 02 SCOTCH #232 BULK PKG
 03 MYSTIC 275B
 04 MMM 2600-1/2
 05 ROTEX 6231 1/2
 06 ARMAK #PG-505
 07 LEPAGE 1279
 08 ANCHOR 519
 09 SHUFORD CR-83
 10 SHURTAPE CP83
 11 AMERICAN PG 500
 12 SHURTAPE CP106/ECONOMY GRADE/NOT
 ACCEPTABLE***
 13 MMM 2600-1/2

408.00 *PL*
 1510784
 TAPE, MASKING, 3/4" X 60 YDS, 3" CORE MULT. OF
 48 , ***1510784
 99 OR EQUAL
 01 SCOTCH #202 INDIVIDUAL BOXED ROLLS
 02 SCOTCH #232 BULK PKG
 03 MYSTIC 275B
 08 ANCHOR 519
 04 ARMAX PG5 BULK PACK
 05 3M HIGHLAND
 06 ROTEX 6231-3/4
 07 AMERICAN PG 500
 09 SHURTAPE CP-101
 10
 3M HIGHLAND 2600

68

PL

67

PL

66

PL

65

PKG



69
600.00 RL 1510788
TAPE, PAINTERS BLUE MASKING, 1" X 60 YDS,
***1510788

01
MMM2090 - 1"
99
OR EQUAL
02 HYSTIK / ATLAS MT 835-1.55

70
480.00 RL 1510790
TAPE, PAINTERS BLUE MASKING, 2" X 60 YDS,
***1510790

01
MMM 2090-2"
99
OR EQUAL
02 #819358 SCOTCHBLUE PAINTERS TAPE 2" BY 60
YD.
03 HYSTIK / ATLAS MT 835-2.55

71
204.00 BA 1510836
YARDSTICK, METAL EYELET ENDS, ***1510836

99 OR EQUAL
01 WESCOTT #R610B
02 AAKRON 700420
03 FALCON 82R (NOT ACCEPTABLE)
04 ACME R610-B (NOT ACCEPTABLE)
05 AAKRON 420B
06 FALCON 72 (277-004)
07
LEONARD 77565
08
OFFICE DEPOT NB20110508/502-325
09
ACM10425
10 SCHOOLSMART 081900

72
360.00 AKG 1630604
LABEL, ADDRESS FOR LASER PRINTER, 2 5/8" X 1",
750 LABELS PER PACKAGE, ***1630604

99 OR APPROVED EQUAL
01 AVERY #5260
02 MACO **NOT ACCEPTABLE

73
408.00 CA 6510402
CORRECTION FLUID, MULTIPURPOSE QUICK DRY, 20-
22 ML BOTTLE SPILL RESISTANT BOTTLE
, ***6510402

99 OR EQUAL



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- 01 PAP5640115
- 02 BIC WOFQDP
- 03 NO SUBSTITUTES

74

D02

408.00 6510480
 PEN, MARKING, BLACK, PERMANENT, CHISEL POINT.
 NOT FOR CLASSROOM USE. VENDOR MUST PROVIDE
 MATERIAL SAFETY DATA SHEET. MUST BE CERTIFIED
 NON TOXIC CHILD SAFE VENTED CAP , ***6510480
 01 CARTERS MARKS-A-LOT #08888
 02 PENN X-90P
 03 PENN X90-12B
 04 GENERAL 500G
 05 CARTER 27-178 ***NO SUB***
 06 REMBRANDT P131
 07 FABER CASTELL 3000-NOT ACCEPTABLE
 08 FABER N264291
 09 DIXON 95007
 10 FABER
 11 QUILL #716897QL

75

Set

408.00 6510486
 MARKER, PERM/FINE PT 4 COLOR
 RED, BLACK, GREEN, BLUE PEN STYLE, QUICK DRY, VINYL.
 POUCH AP CERTIFIED NON TOXIC , ***6510486
 99 OR EQUAL
 01 SANFORD SHARPIE 30074
 02 SANFORD 30174

76

BA

108.00 6510700
 STAMP PAD, BLACK, 3 X 4 1/2", SIZE 1, FELT
 ONLY *** NO SUB VENDOR MUST PROVIDE MATERIAL
 SAFETY DATA SHEET. *** NOT FOR CLASSROOM USE
 *** , ***6510700
 99 OR EQUAL
 01 CARTER #1282
 02 SANFORD R2-100 BK
 03 SANFORD 95101
 04 CARTER 21-381
 05 CARTER 21-381
 06 DENNISON / AVERY #21081 (FELT)
 07 CARTER 21081 FELT
 08 DENNISON 21-361**NOT ACCEPTABLE
 09 LEONARD 92420

77

BA

17640.00 6511029
 HIGHLIGHTER, YELLOW VENDOR MUST PROVIDE MATERIAL
 SAFETY DATA SHEET. ****, ***6511029
 99 OR APPROVED EQUAL



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- 01 CARTER
- 02 SANFORD N2 25005
- 03 LONGLIFE 625-YE
- 04 DENNISON
- 05 FABER N264326
- 06 DIXON 47025 - DISCONTINUED**
- 07 LIQUIMARK 51208 *NOT ACCEPTABLE**
- 08
- SAN64324
- 09 OFFICE DEPOT 128-844
- 10 SCHOOL SMART SSI 1354259
- 11 BAZIC 2332

1920.00 *Set* 6511031
 HIGHLIGHTER, 4 COLOR SET FLUORESCENT/CHISEL
 TIP. YELLOW, PINK, GREEN AND ORANGE, ***6511031
 99 OR EQUAL
 01 AVERY 24063
 03 LIQUIMARK 41580 ***UNACCEPTABLE HAS BLUE
 INSTEAD OF ORANGE

3600.00 *EA* 1510212
 DISPENSER, TAPE, HAND, GREY, 1/2" MULT. OF 12
 ,***1510212
 99 OR EQUAL
 03 TD-15
 01 SCOTCH #H-126
 02 LION #127
 04 OFFICEMATE TP-5
 05 ABEL TD HH 1/2
 06 LEONARD 81012 (SMOKE)
 07 STANDARD H.126
 08 AMAZON 3/4" TAPE MULTIPLES OF 6 - SUB ITEM
 FOR DISTANCE LEARNING ONLY

Sub Total			
Sales Tax			
*Freight must be included in unit cost			
Total			

CLOVIS UNIFIED SCHOOL DISTRICT

PURCHASE ORDER CONTRACT SAMPLE

This Agreement is made this _____ day of _____, 20__ by and between **Clovis Unified School District**, "District" and _____, "Seller" with respect to the following recitals:

1. District is a public school district organized and existing under the laws of the State of California.

2. Seller has received notice of an award pursuant to Bid _____ for the delivery of certain equipment, services, or other articles "Service".

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

1. Description of Service. Seller agrees to deliver to school District's receiving station indicated on Purchase Order No. _____, the following service:

Bid 2836 – Office Supplies for Central Warehouse

2. Time of Commencement and Completion. The Service shall be delivered in full to the District within Sixty (**60**) Calendar days "Completion Date". Time is of the essence in this Contract.

3. Contracts. District agrees to pay Seller the sum of _____ (\$____), following timely receipt of the Equipment/Supplies and submission of an invoice to District.

4. Liquidated Damages. Seller agrees to deliver the Service to District pursuant to the terms of this Contract by the Completion Date unless Seller receives a written extension of time for delivery from District. Seller's failure to deliver the Equipment on time shall subject Seller to liquidated damages. The actual occurrences of damages and the actual amount of damages which District will suffer if the Equipment is not delivered by the Completion Date is dependent upon many circumstances and conditions and, from the nature of the case, it is impracticable and extremely difficult to fix the actual damages occasioned by delay. Damages which District would suffer in the event of delay include loss of use of the Equipment, disruption of school activities, cost of administration and the

loss suffered by the public by reason of delay. Accordingly, the parties agree that the amount herein set forth as liquidated damages shall be presumed to be the amount of damages actually sustained by Seller's failure to deliver the Equipment by the Completion Date.

The amount of liquidated damages to be paid by Seller to District for failure to deliver the Equipment on or before the Completion date will be Two Hundred Dollars and 00/100 (\$200.00) for each calendar day by which delivery is delayed beyond the Completion Date, such amount being the actual cash value agreed upon as the loss to the District resulting from the Seller's default.

If Seller becomes liable for liquidated damages, District, in addition to all other remedies provided by law, shall have the right to deduct the amount owed as liquidated damages from the contract sum due Seller. In all events, Seller and its sureties, if any, shall remain liable to the District until all such liabilities are satisfied in full.

5. Conformance to Contract Documents. Seller agrees that the Equipment to be furnished pursuant to this Contract shall conform to all of the requirements set forth in the bid documents, specifications and any other writings which formed a part of the materials upon which the Seller was awarded this Contract.

6. Indemnity. Seller shall indemnify, hold harmless and defend District, and its Board of Trustees, officers, agents and employees from and against all claims, damages, losses and expenses, including costs and attorney's fees, arising out of or resulting from Seller's work under this Contract or for any infringement of the patent rights, copyright or trademark of any person or persons in consequence of the use by the District of Equipment supplied pursuant to this Contract.

7. Transportation Charges. Seller agrees to deliver all Equipment prepaid unless otherwise specified. All costs for delivery and packaging of Equipment are the responsibility of Seller unless otherwise stated.

8. Inspection. All Equipment furnished must be in conformity with the specifications and Contract documents and will be subject to inspection and approval by the District after delivery. District reserves the right to reject and return at the risk and expense of the Seller any portion of the Equipment

which may be defective or which fails to comply with the specifications in Contract documents.

9. Assignment of Contract. Seller agrees not to assign, transfer or convey any rights accruing under this Contract without the prior written consent of District.

10. Safety Regulations. All equipment and supplies furnished, and/or all work performed, shall meet all applicable safety regulations of the Division of Industrial Safety of the State of California, and Health & Safety code of the State of California.

11. Miscellaneous Provisions.

11.1 Governing Law and Venue. This Contract shall be governed by and construed in accordance with the laws of the State of California. The parties also agree that, in the event of litigation, venue shall be in the proper state or federal court located in Fresno County, California.

11.2 Notices. Communications hereunder shall be deemed given when delivered or mailed by registered mail, postage prepaid, to the parties at their respective places of business.

11.3 Binding Effect. This Agreement shall inure to the benefit of and shall be binding upon the District and Seller and their respective successors and assigns.

11.4 Severability. In the event any provision of this Agreement shall be held invalid or unenforceable by a court of competent jurisdiction, such holding shall not invalidate or under unenforceable any other provision hereof.

11.5 Amendments. The terms of this Agreement shall not be waived, altered, modified, supplemented or amended in any manner whatsoever except by written agreement signed by the parties.

11.6 Entire Agreement. This Agreement constitutes the entire agreement between the parties. There are no understandings, agreements, representations or warranties, express or implied, not specified in this Agreement. Seller, by the execution of this Agreement, acknowledges that Seller has read this Agreement, understands it, and agrees to be bound by its terms and conditions.

Continued

PURCHASE ORDER CONTRACT
PAGE 4

IN WITNESS WHEREOF the parties have executed this Agreement on the date first hereinabove written.

CLOVIS UNIFIED SCHOOL DISTRICT

BY _____
Director of Purchasing

Vendor
BY _____
Title _____

CLOVIS UNIFIED SCHOOL DISTRICT

BID NO. 2836

Office Supplies for Central Warehouse

ADDENDA

The undersigned acknowledges receipt of the following Addenda and the cost, if any, of such revisions has been included in the Lump Sum Grand Total of your bid.

Addenda No. _____ Dated _____

Addenda No. _____ Dated _____

Addenda No. _____ Dated _____

Name of Bidder _____