

CLOVIS UNIFIED SCHOOL DISTRICT

BID PACKAGE FOR BID NUMBER 2874

Office Supplies for Central Warehouse

Eimear O'Brien, 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. 2874** for the award of **Office Supplies for Central Warehouse** on or before **1:00 PM**, on **January 19, 2022** 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) 12/31/2021 (2) 01/07/2022

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. 2874** 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 1:00 PM on January 19, 2022. 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.

Continued

INSTRUCTIONS TO BIDDERS
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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 2874**

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 2874

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 Item Listing

Vendor Name: _____

BID 2874 PLEASE NOTE THE UNIT SIZE & BID ACCORDINGLY.

If bidding on a listed brand, CIRCLE BRAND on bid form. If proposed brand is not listed, note it in the 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	60.00	RL	1420985 TAPE, BOOK, TRANSPARENT, 1 1/2"WX540"L 04 3M 845 99 **NO SUBSTITUTIONS **			
2	204.00	RL	1420990 TAPE, BOOK, TRANSPARENT, 2"WX540"L 04 3M 845 99 **NO SUBSTITUTIONS **			
3	204.00	RL	1420995 TAPE, BOOK, TRANSPARENT, 3"WX540"L 04 3M 845 99 **NO SUBSTITUTIONS **			
4	500.00	EA	1510020 BINDER, 3 RING, 1" CAPACITY, 3/16" VINYL 01 VERNON #25-2832 02 MEAD 25-2832 03 K31-1 K&M CO. 04 ASSOCIATED I2-A1181-BF 05 ASSOCIATED C1181-BF 06 BOORUM PFASE 88730-1 07 WILSON JONES 368-14 NBC 08 AVERY DENNISON K311-10 09 WILSON JONES 27616 10 SAMSTIL 11302 99 OR APPROVED EQUAL			



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5 180.00 EA 1510025 BINDER, 3 RING, 2" CAPACITY, BLUE VINYL

- 01 VERNON #25-4832
- 02 MEAD #25-4832
- 03 K311-2 K&M CO.
- 04 L2-A1182-BE
- 05 C1182-BE
- 06 BOORUM PEASE 88-7321 (VERNON)
- 07 GLOBE
- 08 SAMSILL*NOT ACCEPTABLE*
- 09 AVERY K311-2
- 10 WILSON JONES W05504 **NOT ACCEPTABLE*
- 11 WLJ36844NBL
- 12 SCHOOL SMART 086373
- 99 OR APPROVED EQUAL

6 72.00 EA 1510035 BOOK, CLASS RECORD, TEACHER'S, K-12, SPIRAL BOUND

- 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

7 2004.00 PKG 1510040 BOOK, COMPOSITION, 40 SHEET/80PAGE, 10 X 8", LINNET COVERING, FAINT RULING, 12 PER PKG

- 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
- 99 OR APPROVED EQUAL



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8	204.00	EA	1510045	BOOK, DAILY LESSON PLAN 11 X 9 3/8" , 52 SHEETS, TWIN WIRE, 7 PERIODS			
			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			
			99	OR APPROVED EQUAL			
9	252.00	EA	1510073	LAMINATING FILM, 27" X 250', 3ML 1" CORE 2 ROLLS PER BOX, CO-POLYMER			
			01	FRANK WILBER ** NOT ACCEPTABLE			
			02	GBC 3126514			
			03	RL-27			
			04	HOP LR-3X2T1250Y ***UNACCEPTABLE			
			05	BRYCE DOCLIAM 03-273-IC			
			99	OR APPROVED EQUAL			
10	1008.00	EA	1510075	BINDER, VIEW, 1" WHITE			
			01	AVERY DENNISON CV 11-10			
			02	OXFORD RV1 WE			
			03	WILSON JONES WO-5506 *NOT ACCEPTABLE*			
			04	SAMSILL 18537C (1160308)			
			05	WJ 362-14W/12PER CASE			
			06	JUST BASICS ROUND RING(OFFICE DEPOT 396291)			
			07	TOPS CARDINAL 90621			
			99	OR APPROVED EQUAL			
11	2004.00	EA	1510076	BINDER, VIEW, 2" WHITE			
			01	OXFORD B & P RV2WE			
			02	GBC 8313003			
			03	WILSON JONES 27606			
			04	WJ W362-44W			
			05	SAMSILL 18567C			
			99	OR APPROVED EQUAL			



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12	600.00	EA	1510077	BINDER, VIEW, 3" WHITE STANDARD ROUND RING, 8 1/2 X 11 WHITE VINYL W/ CLEAR OVERLAY 480 SHEET CAPACITY
			01	WT/ACCO 362-49W
			02	ABISCO MBEV11-30WE
			03	OXFORD RV3WE
			04	GBC 8313051
			05	WILSON JONES 27608
			06	UNIVERSAL 20992
			07	WT 362-49W
			08	SAMSILL 18587C
			10	SCHOOL SMART SSI 086397
			11	7223WE/ QUILT
			99	OR APPROVED EQUAL
13	1608.00	EA	1510079	BINDER, VIEW, 1.5" WHITE STANDARD ROUND RING, 8 1/2 X 11 WHITE VINYL W/ CLEAR OVERLAY 280 SHEET CAPACITY
			01	WILSON JONES W362-34W
			02	SAMSILL 18557C
			99	OR EQUAL
			03	AVERY CV11-15WE
			04	JUST BASICS #396251 OFFICE DEPOT
14	300.00	PKG	1510090	CARDS, INDEX, PLAIN, BLUE, 3X5", 100/PKG
			01	OXFORD #7320
			02	GLOBE WEIS 350DG
			03	ASSOCIATED P3-C305-BE
			04	SCM H610
			05	GAYLORD QL379L-02
			06	SCHOOL SMART SSI 088724
			99	OR APPROVED EQUAL
15	408.00	BOX	1510091	PUSH PINS, CLEAR, 100 PER BOX
			99	OR APPROVED EQUAL
			01	MOORE
			02	ROGER
			03	LABELON H4-CP20
			04	CHAS LEONARD 200-CL



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- 05 FALCON PP C
- 06 STANDARDS PP-CLR
- 07 SCHOOL SMART 003354
- 08 IMPERIAL 1658CR

16 36.00 PKG 1510093 LABEL INSERTS, BLANK - FOR PENDAFLEX TABS, 10 STRIPS PER PACKAGE

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

17 204.00 PKG 1510096 CARDS, INDEX, PLAIN, CHERRY, 3X5", 100/PKG

- 01 OXFORD #7320
- 02 GLOBE WEIS 350DG
- 04 SCM H610
- 03 ASSOCIATED C305 CH
- 05 SCHOOL SMART 088726
- 99 OR APPROVED EQUAL

18 1008.00 PKG 1510102 CARDS, INDEX, PLAIN, WHITE, 3X5", 100/PKG

- 01 OXFORD #7320
- 02 GLOBE WEIS 350SX
- 03 ASSOC #CO35
- 04 UPG 035
- 05 DATACOM 88221
- 06 SCM 610
- 07 OXFORD #30
- 08 RIVERSIDE
- 09 RIVERSIDE
- 10 MEAD 63002
- 11 APC IND35P
- 12 SCHOOL SMART 088708
- 13 1200WE
- 99 OR APPROVED EQUAL

19 1008.00 PKG 1510108 CARDS, INDEX, RULED, WHITE, 3X5", 100/PKG

- 01 OXFORD #7321
- 02 GLOBE WEIS 351SX



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- 03 ASSOCIATED C35
- 04 DATACOM 88220
- 05 SCM 600
- 06 OXFORD 31
- 07 RIVERSIDE 04852
- 08 MEAD 63000
- 09 APC-IND35RL
- 99 OR APPROVED EQUAL

20 28008.00 EA 1510122
GLUE STICK, CLASSROOM, CLEAR NON TOXIC, .20-
.24 OZ

- 02 BORDEN ELMERS E510 (.21 OZ.)
- 99 **NO SUBSTITUTIONS **
- 03 ELMER'S E556 (.24 OZ)
- 04 ELMER'S E1591 (.21 OZ) SKU #327919

21 600.00 PK 1510130
BINDER CLIPS, MINO

- 01 HIGHMARK
- 02 GENERAL BC-010
- 03 SCHOOL SMART 038221
- 04 UNV 10199
- 05 QUITL 720100
- 06 IMPERIAL 1294010
- 99 OR APPROVED EQUAL

22 300.00 BOX 1510135
BINDER CLIPS, SMALL, 3/4", BOX OF 12 CLIPS

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

23 1008.00 BOX 1510155
CLIPS, PAPER, JUMBO, 100 PER BOX, 10/CTN 2"
LENGTH

- 01 SCOVILL #77
- 02 ACCO
- 03 NOESTING JUMBO



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- 04 ABEL GIANT GEM
- 05 LION JUMBO
- 06 A & W
- 07 REX
- 08 ASSOCIATED H4-02002
- 09 OFFICEMATE PCG/1007 (308-239)
- 10 CHARLES LEONARD 301E
- 11 UNIVERSAL P272220
- 12 FALCON PCJ
- 13 STANDARD PC6
- 14 OFFICE DEPOT 429-175
- 15 12920
- 99 OR APPROVED EQUAL

24 1704.00 EA 1510160
 CLIPBOARD, LETTER SIZE, 9" X 12 1/2" MASONITE,
 1/4", 24/CTN

- 01 OUIII #704
- 02 A & W 39
- 03 ASSOCIATED 00204
- 04 STEMPEL 251
- 05 CASCADE
- 06 OFFICEMATE 83100
- 07 CHAS LEONARD 89003
- 08 OFFICE DEPOT 991992
- 09 OIC 83140 (991-992)
- 10 IMPERIAL 12721R
- 11 STANDARDS 05612
- 12 PYRAMID 1162437
- 99 OR APPROVED EQUAL

25 48.00 EA 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

- 01 CASTELLO DOUBLE SEWED
- 02 ELGIN 5 " SPECIAL
- 03 BAKER IN05
- 04 IMPERIAL 1360-5
- 05 CHALKBUSTER 2060
- 06 QUARTET ZENITH
- 99 OR APPROVED EQUAL



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26 1008.00 EA 1510235
ERASER, WHITE BOARD

- 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
- 99 OR APPROVED EQUAL

27 1008.00 DOZ 1510236
ERASER, PINK PEARL, MEDIUM SIZE 12 PER BOX

- 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 OFFICE DEPOT ERPKN24 /279-632
- 12 SOUTHWEST Z13675
- 99 OR APPROVED EQUAL

28 200.00 BOX 1510285
FOLDER MANILLA, LETTER SIZE, 1/2 CUT, 100 PER
BOX

- 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
- 10 QUILL 740139
- 99 OR APPROVED EQUAL



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29 200.00 BOX 1510286
FOLDER, MANILA, LETTER SIZE, 1/3 CUT, 11
POINT, 100 PER BOX

- 01 GLOBE WEIS 21 1/3
- 02 DATACOM F130
- 03 OXFORD ESSETT
- 04 OXFORD 752 1/3
- 05 UNIVERSAL 12113
- 06 SMEAD 10346
- 07 OXFORD 753 1/3
- 08 QUILL 740137
- 09 DIVERSIFILE #81-3000
- 10 AMPAD 753 1/3
- 11 AMPAD 221 1/3
- 12 ESSELTE 370 1/3
- 13 TOPPS 370 1/3
- 99 OR APPROVED EQUAL

30 200.00 BOX 1510287
FOLDER, HANGING, LETTER SIZE, 1/5 CUT,
STANDARD GREEN, 25 PER BOX

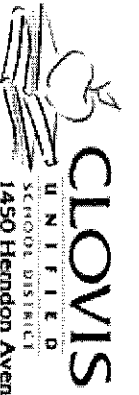
- 01 ESSELTE 372 1/5
- 02 OFFICE DEPOT 810-994
- 03 OXFORD 372 1/5
- 99 OR APPROVED EQUAL

31 72.00 BOX 1510294
FOLDER, MANILA, LEGAL SIZE, 5TH CUT, 11 POINT,
100 PER BOX

- 01 GLOBE WERNICKE #722-5
- 02 ATLAS 345
- 03 GLOBE WEIS 22 1/5
- 04 DATACOM F250
- 05 OXFORD ESSETT
- 06 OXFORD 753 1/5
- 07 SMEAD-OD 810895
- 08 OFFICE DEPOT 810903
- 09 AMPAD 222 1/5
- 99 OR APPROVED EQUAL

32 204.00 BOX 1510297
FOLDER, PORTFOLIO, RED, 25 PER BOX

- 01 ESS57511
- 99 OR EQUAL
- 02 OXFORD 50752



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33	300.00	BOX	1510298 FOLDER, PORTFOLIO, YELLOW, 25 PER BOX, (5 BOXES PER CASE	
01	AMBERG #575			
02	DUO-TANG #50-125-70			
03	SMEAD 486Y			
04	FILE EZ 80125			
05	FILE EZ 80128 *NOT ACCEPTABLE			
07	OXFORD 50761			
99	OR APPROVED EQUAL			
34	300.00	BOX	1510299 FOLDER, PORTFOLIO, LIGHT GREEN, 25 PER BOX	
01	ESS57503			
99	OR EQUAL			
02	OXFORD 50753			
35	4032.00	BTL	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	
01	ELMERS E1322NR **	NO SUBSTITUTIONS **		
36	156.00	GAL	1510314 GLUE, WHITE, GAL. 2 PER CASE. PRODUCT SHALL HAVE THE CERTIFIED PRODUCTS SEAL OF THE ARTS & CRAFT INSTITUTE FOR NON-TOXICITY & QUALITY. VENDOR TO SUPPLY MATERIAL SAFETY DATA SHEET	
99	OR APPROVED EQUAL			
01	ELMERS E1326R **	NO SUBSTITUTIONS **		
37	1500.00	SET	1510333 INDEX, COLORED SEE THROUGH PLASTIC TAB 2", 8 1/2" X 11", 3 HOLE PUNCH, 5 DIVIDERS PER SET	
01	AICO #S-13			
02	AVERY 14608			
03	G-W B5213C IS CLEAR NOT COLORED			
04	G-W B5213 IS COLORED			
05	ASSOC. #A1185-5			
06	DENNISON 23-981			
07	EASTMAN C 181-5			



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08 KLEERFAX 05119
 09 WJ 54309
 10 IMPERIAL 1115AD
 11 CELDEX FR-13
 12 CENTIS YR-2135C
 13 OFFICE DEPOT 315-465
 14 SCHOOL SMART SSI 081940
 99 OR APPROVED EQUAL

38 816.00 SET 1510334
 INDEX, CLEAR PLASTIC TAB FIVE/SET, 2", 8 1/2"
 X 11" SHEET

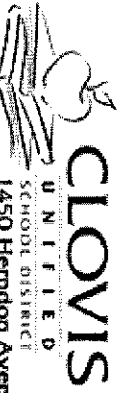
99 **NO SUBSTITUTIONS **
 04 AVERY 11110
 39 1908.00 EA 1510396
 CORRECTION, TAPE MONO SINGLE LINE DISPOSAL
 394" LENGTH, WHITE

01 TOMBOW 68620
 02 UNDO 04503*NOT ACCEPTABLE**
 03 TOMBOW 68720 (PACKAGED 10 PER BOX)
 04 PAPERMATE LIQ. PAPER 06604
 99 OR APPROVED EQUAL

40 48.00 EA 1510401
 LETTER OPENER, SERRATED EDGE, STAINLESS STEEL
 BLADE, PLASTIC HANDLE

99 OR APPROVED EQUAL
 01 IDL #98
 02 ACME X-291
 03 MANHATTAN 98 IDL
 04 ROGERS SERRATED #03004
 05 ACM 29380
 06 LEONARD 75001
 07 OD 9325 (310-425)

41 204.00 DOZ 1510475
 PEN, BALL POINT, FINE, BLACK
 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



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- 11 PAPER MATE 3381131
- 12 BIC GSF11BK
- 99 OR APPROVED EQUAL

42 204.00 DOZ 1510477
PEN BALL POINT, FINE BLUE

- 01 BIC #PF39
- 02 LONGLIFE F336
- 05 SPIRIT ASSOCIATED C911C
- 08 PAPERMATE 966-01 ** NO SUB **
- 09 PAPERMATE 85588
- 10 PAPERMATE 6160187
- 11 BIC GSF11BLU
- 99 OR APPROVED EQUAL

43 204.00 DOZ 1510479
PEN BALL POINT, FINE, RED

- 01 BIC #PR39
- 02 LONGLIFE F336
- 05 SPIRIT ASSOC. C931C
- 08 PAPERMATE 85591
- 09 PAP6170187
- 10 SCHOOL SMART 077236
- 11 SCHOOL SMART SSI 038163
- 12 PAPER MATE 3371131
- 99 OR APPROVED EQUAL

44 648.00 DOZ 1510494
PEN, BALL POINT, MEDIUM, GREEN

- 02 LONGLIFE
- 05 FABER CAS (ASSOC C950C)
- 08 PAPERMATE 614-01
- 09 PAPERMATE 334-11
- 10 BIC #GSMG11GN
- 99 OR APPROVED EQUAL

45 48.00 DOZ 1510516
PEN, MARKING, FINE, RED, WASHABLE MUST BE
CERTIFIED NON TOXIC

- 01 VENUS ESTERBROOK
- 03 MAGIC 200
- 02 FLING 7722
- 04 WEAREVER 721RF
- 05 BEROL N2-7722



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46 60.00 DOZ 1510522
 06 GILLETTE PAPERMATE
 07 FABER 61012/NEW 38012
 08 DIXON TREND 38012/81110
 09 SANFORD PAPERMATE 38012
 10 LIQUIMARK 11207 (36 PER CASE)
 11 MONAMI PLUS 3000
 99 OR APPROVED EQUAL

47 48.00 DOZ 1510526
 PEN, MARKING, SUPERFINE, BLUE MUST BE
 CERTIFIED NON TOXIC
 04 PENN X-90EFP
 05 WEAREVER #741BF
 06 BIC UF BE
 07 BEROL N2 F32BE
 08 GILLETTE PAPERMATE
 09 VENUS FABER CASTELL 2133
 10 FABER N2C701
 11 DIXON TREND 81181
 12 FABER 60203/NEW 33043
 13 PAPER MATE FLAIR 8310152
 14 SHARPIE 3700BE
 15 SAN37003
 99 OR APPROVED EQUAL

48 60.00 DOZ 1510528
 PEN, PERMANENT MARKER, BLACK, STANDARD SHARPIE
 01 SHARPIE 30001 BK **NO SUBSTITUTIONS**



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49 60.00 DOZ 1510531

PEN, ROLLER WRITER, FINE, BLACK

99 OR APPROVED EQUAL

01 PENTEL #R106

02 WEAREVER 745

03 BIC RF-11

04 PENN-RBX90

05 EASTMAN E120

06 SANFORD FABER 60143

07 LIQUIMARK 14121

50 96.00 DOZ 1510532

PEN, ROLLER WRITER, FINE, BLUE

99 OR APPROVED EQUAL

01 PENTEL #R106

02 WEAREVER 745

03 BIC RF-11

04 FABER 60245

05 FABER 60145

06 SANFORD 60145

07 LIQUIMARK 14123

51 48.00 DOZ 1510565

PENCIL, PRIMARY, MEDIUM DIAM LEAD

01 FABER-CASTELL VENUS 340

02 DIXON #13040

03 GENERAL 909

04 MUSGRAVE 2020

99 OR APPROVED EQUAL

52 108.00 PKG 1510576

PENCIL, GRIPS PKG OF 5, ASSORTED COLORS SOFT
FOAM FOR A COMFORTABLE GRIP

01 SANFORD 83019 (PKG OF 5)

02 POINTE 20051 (PKG OF 5)

03 BAUCEZ2600 (PKG OF 6) **UNACCEPTABLE

04 LEONARD 80805 (PKG OF 5)

99 OR APPROVED EQUAL



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53	108.00	EA	1510577	PENCIL SHARPENER, WITH SELECTOR WHEEL, ELECTRIC AUTO RESET, COMPACT DESIGN NONSKID FEET. LIMITED 2 YR WARRANTY AUTO PENCIL-SAVER TO PREVENT OVERSHARPENING
54	108.00	PKG	1510595	05 XACTO BOSTON SCHOOL PRO 1670 99 ** NO SUBSTITUTIONS **
55	48.00	EA	1510600	PIPE CLEANERS, WHITE, 100 PER BOX/BAG 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
56	540.00	PKG	1510601	POINTERS, BLACKBOARD, RUBBER TIPPED, 36" 01 G W SCHOOL SUPPLY #D105 02 WESTCOTT D105 03 ACME D105 04 FALCON 15 05 AAKRON AA15 06 STANDARD D105 99 OR APPROVED EQUAL
57	300.00	PKG	1510602	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 01 3M 654 NEON ***NO SUBS*** 02 3M 654 NEON-BONUS PACK OF 14 **NO SUBS*** 99 **NO SUBSTITUTIONS**
				01 SCOTCH, 3M #654 ***NO SUBSTITUTIONS*** POST-IT-NOTES, 3 X 3", YELLOW, 12 PER PKG *** WHSE - ISSUE IS 12 PER PACKAGE



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58	408.00	PKG	1510603	POST-IT-NOTE, 1 1/2" X 2", YELLOW, 12/PKG *** WHSE - ISSUE IS 12 IN A PACKAGE			
59	408.00	EA	1510606	01 SCOTCH, 3M #653 ***NO SUBSTITUTIONS*** POST IT NOTE, LINED, 4 X 6 YELLOW CANARY YELLOW WHSE - ISSUE IS EACH (ONE) 01 3M 660YW 99 NO SUBSTITUTIONS ***			
60	4032.00	EA	1510611	01 AVERY DENNISON-24408 ***NO SUBSTITUTIONS ** MARKER, DRY ERASE-BLACK, CHISEL TIP, FOR USE ON WHITE MARKER BOARD ***NON TOXIC MUST HAVE AP/CP SEAL AND CHOKE PROOF CAP			
61	3024.00	EA	1510612	01 DENNISON 24-406 ** NO SUBSTITUTIONS ** MARKER, DRY ERASE-BLUE, FOR USE ON WHITE MARKER BOARD *** NON TOXIC MUST HAVE AP/CP SEAL AND CHOKE PROOF CAP			
62	2004.00	EA	1510614	01 DENNISON 24-405 ***DISCONTINUED 04 SANFORD EXPO2 80004 ***NO SUBSTITUTIONS** MARKER, DRY ERASE-GREEN, CHISEL TIP, FOR USE ON WHITE MARKER BOARD MUST HAVE AP/CP SEAL AND CHOKE PROOF CAP			
63	1500.00	DOZ	1510615	01 SANFORD 86001 **NO SUBSTITUTIONS ** MARKER, DRY ERASE, BLACK 12 PER BOX FINE POINT, NON-TOXIC			
64	1200.00	EA	1510618	05 SANFORD 86001 **NO SUBSTITUTIONS ** PROTRACTORS, PLASTIC, 4" BASE, 3 IN 1 COMBINATION 01 STERLING #520 02 A&W #33030 03 LEONARD 77104 04 GENERAL 16201-W 05 STATUS PLUS 26-004			



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06 IMPERIAL 166804
99 OR APPROVED EQUAL

65 120.00 EA 1510628 PUNCH, DESK MODEL, ADJUSTABLE 2 OR 3 HOLE

- 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
- 15 QUILL #793030
- 99 OR APPROVED EQUAL

66 180.00 EA 1510630 PUNCH, HAND, 5", 1/4" ROUND

- 01 B2600-5
- 02 MCGILL H2-403R
- 03 A & W 1225 NC
- 04 REX 3816
- 05 ABLE
- 06 ROGER
- 07 IMPERIAL 1676
- 08 OFFICE MATR H2HP1
- 09 C LEONARD 90001
- 10 GENERAL G1
- 11 SCHOOL SMART 039423
- 12 PYRAMID 1111160
- 99 OR APPROVED EQUAL

67 144.00 BOX 1510658 RUBBER BANDS, 1/4 LB BOX, SIZE 64

- 03 ALLIANCE ECO
- 01 B F GOODRICH #N1-464



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- 02 PLYMOUTH #P64 1/4
- 04 REMBRANDT
- 05 REVERE
- 06 R & D RUBBER
- 07 ABEL 200
- 08 ABLE #64
- 09 CARDINAL C64RB-14
- 10 OFFICE MATE RB-R-64
- 11 ASSOCIATED A6-90113
- 12 ROGERS
- 13 WESTTRADE
- 14 GENERAL
- 15 OFFICE DEPOT 2464808 / 856-657
- 16 IMPERIAL 172064
- 99 OR APPROVED EQUAL

68 3000.00 EA 1510664
 RULER, WOOD, 1/4" SCALE, 12"

- 01 WESTCOTT #R130-12
- 02 ACME R130-12
- 03 FALCON 2304-12
- 04 AAKRON AA204
- 05 STANDARDS 2304-12
- 99 OR APPROVED EQUAL

69 4008.00 EA 1510665
 RULER, PLASTIC, ONE SIDE INCHES DOWN TO 16THS,
 OTHER SIDE METRIC (CM/MM)

- 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 NINBRO 033843
- 09 ODRTP-003608-Op-087-05 720-461
- 10 STANDARD 16220
- 11 IMPERIAL 1760CR
- 12 AMAZON S2LFXS CLEAR PLASTIC THIN RULER

70 8004.00 PR 1510682
 SCISSORS, 5", BLUNT, AMBIDEXTROUS



01 ACME KLEENCUT #340-C
02 WESTRADE
03 ACME 105-240-S-5
04 ACME 240-C
05 FALLON H3-F240SS
06 IMPERIAL 1783SS
07 STANDARD 9430
09 SPR39045
10 GENERAL E9416
11 WESTCOTT - OFFICE DEPOT
12 ACME 42516
99 OR APPROVED EQUAL

71 3000.00 EA 1510684
SCISSORS, 5" SEMI SHARP, AMBIDEXTROUS
99 OR APPROVED EQUAL
01 GENERAL E9430
02 IMPERIAL 1783SS
03 ACME 42515

72 10008.00 EA 1510688
NOTEBOOK, WIREBOUND, COLLEGE RULED, 8.5 X 11",
1 SUBJECT, 70- 80 SHEETS
01 RED33709_BULK
03 TOPS 65022
04 IMPERIAL / MEAD 1157070C
99 OR APPROVED EQUAL

73 1500.00 EA 1510690
SCISSORS, 8" LENGTH, OFFICE USE
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
99 OR APPROVED EQUAL



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74	204.00	EA	1510716	STAPLER, DESK TYPE, BLACK OR, GREY (NOTE FOR WHSE 36 PER CASE)			
			06	BOSTITCH #440			
			10	BOSTITCH B440			
			11	**NO SUBSTITUTIONS **			
75	48.00	EA	1510717	ELECTRIC STAPLER, BLACK LOAD FULL STRIP OF STANDARD STAPLES STAPLES TO 25 SHEETS 20 LB BOND PAPER 2 YEAR LIMITED WARRANTY			
			01	STANLEY BOSTITCH 02210**NO SUBSTITUTIONS**			
			02	SWINGLINE 10105P *NOT ACCEPTABLE **			
76	120.00	EA	1510752	STARS, 1/2" ASSORTED COLORS SELF ADHESIVE, 440 STARS PER PACK			
			01	AVERY 6007			
			02	EUREKA 824020-AI (173-575)			
			99	OR APPROVED EQUAL			
77	204.00	PKG	1510765	SELF STICK PLAIN EASEL PADS 25" X 30 1/2" CARTON OF 2 PADS			
			01	3M 559 ** NO SUBSTITUTIONS **			
78	900.00	EA	1510768	CLEAR 2" PACKING TAPE W/ DISPENSER 2" X 22 1/5 YARD			
			01	3M 142-B			
			02	OFFICE DEPOT 444970 - SCOTCH 3M 142-B			
			99	**NO SUBSTITUTIONS **			
79	300.00	RL	1510774	TAPE, DOUBLE COATED, 1/2" X 900"			
			01	SCOTCH #665 MMM66512900			
			99	**NO SUBSTITUTIONS**			
80	216.00	RL	1510782	TAPE, MASKING, 1/2" X 60 YDS, 3" CORE MULT. OF 72			
			01	SCOTCH #202 INDIVIDUAL BOXED ROLLS			



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- 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
- 99 OR APPROVED EQUAL

81 144.00 EA 1510784
TAPE, MASKING, 3/4" X 60 YDS, 3" CORE MULT. OF
48

- 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
- 99 OR APPROVED EQUAL

82 864.00 RL 1510788
TAPE, PAINTERS BLUE MASKING, 1" X 60 YDS
01 MMM2090 - 1"
99 OR EQUAL
02 HYSTIK / ATLAS MT 835-1.55

83 240.00 RL 1510790
TAPE, PAINTERS BLUE MASKING, 2" X 60 YDS
01 MMM 2090-2"
99 OR EQUAL
02 #819358 SCOTCHBLUE PAINTERS TAPE 2" X 60 YD.
03 HYSTIK / ATLAS MT 835-2.55



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84	300.00	EA	1510836	YARDSTICK, METAL EYELET ENDS			
				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			
				99 OR APPROVED EQUAL			
85	252.00	PKG	1630604	LABEL, ADDRESS FOR LASER PRINTER, 1" X 2 5/8", 750 LABELS PER PACKAGE			
				01 AVERY #5260 **NO SUBSTITUTIONS**			
				02 MACO ***NOT ACCEPTABLE			
86	204.00	DOZ	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			
				01 CARTERS MARKS-A-LOT #088888			
				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 QUIL #716897QL			
				99 OR APPROVED EQUAL			
87	72.00	EA	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 **			
				01 CARTER #1282			
				02 SANFORD R2-100 BK			



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- 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
- 99 OR APPROVED EQUAL

88 10080.00 EA 6511029
HIGHLIGHTER, YELLOW VENDOR MUST PROVIDE MATERIAL
SAFETY DATA SHEET

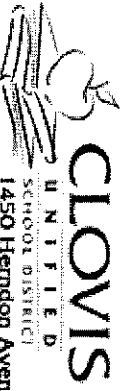
- 99 OR APPROVED EQUAL
- 01 CARTER
- 02 SANFORD N2 25005
- 03 LONGLIFE 625-YE
- 04 DENNISON
- 05 FABER N264326
- 06 DIXON 47025 - DISCONTINUED**
- 07 LIQUIMARK 51208 *NOT ACCEPTABLE**
- 08 SAN64324
- 09 OFFICE DEPOT 128-844
- 10 SCHOOL SMART SSI 1354259
- 11 BAZIC 2332

89 3024.00 SET 6511031
HIGHLIGHTER, 4 COLOR SET FLUORESCENT/CHISEL
TIP. YELLOW, PINK, GREEN AND ORANGE

- 01 AVERY 24063
- 03 LIQUIMARK 41580 ***UNACCEPTABLE HAS BLUE
INSTEAD OF ORANGE
- 04 AVERY AVE23545 SKU #111411
- 99 **NO SUBSTITUTIONS **

90 408.00 EA 1510212
DISPENSER, TAPE INCLUDED, HAND, GREY, 1/2"
MULT. OF 12

10 SCOTCH 3M144 **NO SUBSTITUTIONS **



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91	144.00	PKG	1510042	BOOK, COMPOSITION, 100 SHEET/200 PAGE, 10" X 8", WIDE RULED, 12 PER PACK			
92	700.00	PKG	1510067	99 OR APPROVED EQUAL 01 MEAD 72936			
93	252.00	PKG	1510218	LAMINATING POUCHES, 100 PACK, THERMAL, 9" X 11" LETTER SIZE SHEETS 99 OR APPROVED EQUAL 01 SCOTCH TP3854-100			
94	84.00	DOZ	1510520	DOTS, SELF-ADHESIVE 1400 PCS (700 PAIRS), 0.79" DIAMETER, WHITE HOOK & LOOP STICKY BACK COINS 20MM 99 OR APPROVED EQUAL 01 WXB00M, POLYESTER HOOK & LOOP PEN, MARKING, SUPERFINE, BLACK MUST BE CERTIFIED NON-TOXIC 15 SHARPIE 3700 BK **NOT SUPERFINE SO UNACCEPTABLE ** 16 SHARPIE SAN37001 **NO SUBSTITUTIONS**			

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 2874 – 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. 2874

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 _____