



Robertson County Tennessee
Jody Stewart, Finance Director
Finance Department
523 South Brown Street, Springfield, TN 37172
(615) 384-0202 Fax (615) 384-0237

POST DATE: **5/5/2016**

Copy Paper

Sealed bids must be received by: **5/24/2016 at 10:00 AM**

Robertson County Finance Office
523 South Brown Street
Springfield, TN 37172

THE OUTSIDE OF THE ENVELOPE MUST BE MARKED WITH THE BIDDER'S COMPANY NAME, ITEM BID, TIME OF BID OPENING, DATE OF BID OPENING, BID NO. 1327 AND MUST BE MARKED "SEALED BID, DO NOT OPEN."

Bids are opened and read aloud to the public at the Robertson County Finance Office, 523 S. Brown Street, Springfield, TN 37172 immediately after the bid receipt deadline. Each vendor may submit more than one bid provided each bid meets the stated specifications. Each bid must be submitted in a separate sealed envelope with the appropriate notation on the outside. All bids must be signed by an authorized agent and submitted on the prescribed forms. Submission of bids by telegraph, telephone, or other electronic means is strictly prohibited. Please enclose a stamped, self addressed envelope to receive a completed bid tabulation form. Any brand name called for the bid specifications is provided as a reference only. Alternate brand name items offered for bid must be equivalent as to function, basic design, type and quality of material, method of construction, and any required dimensions. Bidder must attach a letter of exception to specifications.

For assistance with technical / product information contact Wenda Hallum, Purchasing, Schools - Administration at (615)384-5588. For assistance with bid procedures contact Cheryl Moon, Robertson County Finance Office at (615) 384-0202 or by email: cheryl.moon@robertsoncountyttn.org.

Note: Robertson County reserves the right to reject any or all bids, to waive any technicalities or informalities, and to accept any bid deemed in the best interest of the County. All bids will be considered in accordance with Title VI and without regard to age, sex, color, race, creed, national origin, religious persuasion, marital status, political belief, or disability that does not prohibit the performance of duty.

BID SCHEDULE: #1327

Robertson County is accepting sealed bid proposals for the following:

2,434 CASES of COPY PAPER

Please provide a price based on the following specifications:

8 1/2" x 11", White, 20 lb., Long Grain copy paper, 5,000 sheets per case. (Spectrum Dp Xerocopy or approved equal)

Please attach specifications and/or brochures for any item that is an exception to these specifications. All shipping and delivery charges must be included in the bid price. (See attached list for quantity and locations.)

Deliveries must be made to each location in the quantity indicated between July 25, 2016 & August 2, 2016. No exceptions.

LUMP SUM PRICE for 2,434 Cases FOB Delivered \$ _____

Paper Brand _____

Number of days from PO to DELIVERY _____

Case Price for additional orders >30 cases, Aug 2016 thru Oct 2016: \$ _____

NON-COLLUSION AFFIDAVIT

The agent of the bidding firm hereby certifies to the best of his/her knowledge and belief that this bid proposal to Robertson County, Tennessee has not been prepared in collusion with any other seller of similar products. The agent also certifies that the prices, terms and conditions of said bid proposal have not been communicated by the undersigned, nor by any employee or agent of the bidding firm, to any other seller of similar products and will not be communicated to any such seller prior to the official opening of said bid. The agent further states that no official or employee of Robertson County Government has promised any personal financial or other beneficial interest, either directly or indirectly in order to influence award of this bid.

Authorized Signature, Title (Owner/ Corporate Officer) **Date**

Company Name _____

Mailing Address _____

Telephone No. _____ **Fax No.** _____

Email address: _____

Paper Quantity & Delivery Address

*** Please call ahead of delivery. ***

Location Name	Address	City,State,Zip	Phone	Case Quantity
Alternative School (Smith Center)	800 M.S. Coutts Blvd.	Springfield, TN 37172	(615)382-2328	40
Bransford Elementary School	700 Bransford Drive	Springfield, TN 37172	(615)384-4313	20
Building & Grounds	3470 Hwy 41 South	Springfield, TN 37172	(615)384-0213	5
Cheatham Park Elem School	301 Locust Street	Springfield, TN 37172	(615)384-0232	123
Coopertown Elem School	3746 Highway 49 West	Springfield, TN 37172	(615)384-7642	80
Coopertown Middle School	3820 Highway 49 West	Springfield, TN 37172	(615)382-4166	121
Crestview Elementary School	1160 Jaden Gavin Drive	Springfield, TN 37172	(615)382-2222	183
East Robertson Elem School	5177 East Robertson Rd	Cross Plains, TN 37049	(615)654-3874	183
East Robertson High School	158 Kilgore Trace	Cross Plains, TN 37049	(615)654-2191	163
Greenbrier Elementary School	2658 Highway 41 South	Greenbrier, TN 37073	(615)643-4529	198
Greenbrier High School	126 Cuniff Drive	Greenbrier, TN 37073	(615)643-4526	183
Greenbrier Middle School	2450 Highway 41 South	Greenbrier, TN 37073	(615)643-7823	133
Jo Byrns Elementary	6399 Hwy 41 North	Cedar Hill, TN 37032	(615)696-0533	95
Jo Byrns Middle/High School	7025 Highway 41 North	Cedar Hill, TN 37032	(615)696-2251	100
Krisle Elementary School	6712 Highway 49 East	Springfield, TN 37172	(615)384-2596	58
Robert Woodall Elementary	300 Eden Way	White House, TN 37188	(615)672-7772	73
Springfield High School	5240 Highway 76 East	Springfield, TN 37172	(615)384-3516	203
Springfield Middle School	715 5th Avenue West	Springfield, TN 37172	(615)384-4821	98
Teacher Center	3468 Hwy 41 South	Springfield, TN 37172	(615)384-0238	13
Transportation Office/ Bus Garage	1015 Josephine St	Springfield, TN 37172	(615)384-4555	5
Watuaga Elementary School	1755 Lake Road	Ridgetop, TN 37152	(615)859-5252	73
Westside Elementary School	309 Alsup Drive	Springfield, TN 37172	(615)384-8495	83
White House Heritage Elementary	220 West Drive	White House, TN 37188	(615)672-4595	83
White House Heritage High School	7744 Hwy 76 East	White House, TN 37188	(615)672-0311	118
Total Cases				2,434