



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

MAIL DATE: 5/21/2014

Copy Paper

Sealed bids must be received by: **6/5/2014 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. 1273 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 Janice Meador, Purchasing, Schools at (615)384-5588. For assistance with bid procedures contact Cheryl Moon, Robertson County Finance Office at (615) 384-0202 or by email: cherylrcf@comcast.net.

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: #1273

Robertson County is accepting sealed bid proposals for the following:

2,629 CASES of COPY PAPER

Please provide a price based on the attached 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 provide a price as per the specifications below. All shipping and delivery charges must be included in the bid price. (See attached list of locations/schools and quantities). Please attach specifications and/or brochures for any item that is an exception to these specifications.

Deliveries must be made to each location in the quantity indicated between July 28, 2014 & August 5, 2014

LUMP SUM PRICE for 2,629 Cases FOB Delivered \$_____

Paper Brand _____

Number of days from PO to DELIVERY _____

Case Price for additional orders (≥30 cases) Aug 2014 thru Oct 2014: \$_____

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: _____

Location & Paper Quantity

Location Name	Address	City,State,Zip	Phone	Case Quantity
Alternative School	800 M.S. Courts Blvd.	Springfield, TN 37172	(615)382-2328	40
Bd of Ed, Central Office	2121 Woodland St	Springfield, TN 37172	(615)384-5588	225
Bransford Elementary School	700 Bransford Drive	Springfield, TN 37172	(615)384-4313	58
Building & Grounds	3468 Hwy 41 South	Springfield, TN 37172	(615)384-0213	10
Cheatham Park Elem School	301 Locust Street	Springfield, TN 37172	(615)384-0232	133
Coopertown Elem School	3746 Highway 49 West	Springfield, TN 37172	(615)384-7642	85
Coopertown Middle School	3820 Highway 49 West	Springfield, TN 37172	(615)382-4166	121
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	213
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	100
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	88
Robert Woodall Primary School	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
Technology Department	100 5th Avenue East	Springfield, TN 37172	(615)382-2318	30
Transportation & Bus Garage	1015 Josephine St	Springfield, TN 37172	(615)384-4555	10
Watuaga Elementary School	1755 Lake Road	Ridgetop, TN 37152	(615)859-5252	73
Westside Elementary School	309 Aisup Drive	Springfield, TN 37172	(615)384-8495	113
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	98
Total Cases				2,629