

**BID REQUEST TALLY SHEET**

NATURE OF BID: Copy Paper DATE OF REQUEST: \_\_\_\_\_

METHOD OF BID: Website, Newspaper, Fax, Email

- BIDS REQUESTED FROM:
1. Premier Paper Lanzer's
  2. JD Distributors Contract Paper
  3. Howard D. Happy Learning House
  4. Staples
  5. American Paper and Twine
  6. Liberty Paper

BIDDERS	DATE BID RECEIVED	HOW BID WAS RECEIVED	TOTAL BID PRICE
Contract Paper	6/6/18	USPS	\$29,216.00
Premier Paper	6/7/18	UPS	\$27,038.00
JD Distributors	6/13/18	hand delivered	\$32,230.00

DATE & TIME OF BID OPENING OR QUOTE CALL: June 14, 2018 at 10:00 a.m.

SIGNATURES OF PERSONS PRESENT AT OPENING OR CALL: \_\_\_\_\_

Diane Jemy Rebecca Buchanan  
Laura Blue \_\_\_\_\_

BIDDER ACCEPTED AND AMOUNT: \_\_\_\_\_

NOTE: IF LOW BIDDER NOT ACCEPTED, STATE REASONS: \_\_\_\_\_

\_\_\_\_\_

SIGNED: \_\_\_\_\_

(AUTHORIZED SIGNATURE)