

MT. DIABLO UNIFIED SCHOOL DISTRICT
Summary of RFQ NO. R116856
HIGH SPEED COPY PAPER

Request for Quotation No. R116856 was solicited to provide High Speed Copy Paper for the Supply Warehouse and District-Wide use. Four (4) quotations were received as follows:

<u>Office Depot</u>	<u>Liberty Paper</u>	<u>Contract Paper Group</u>	<u>Staples Contract & Commercial LLC</u>
\$44,761.00	\$44,980.74	\$46,095.21	\$46,183.20

COMMENT: Monies for this expenditure are from the Mt. Diablo Unified School District Warehouse Account.

RECOMMENDATION: Award to the lowest responsible bidder, Office Depot, for the total amount of \$44,761.00, all taxes included.



Jennifer Woodhall, Lead Buyer, Purchasing & Warehouse Department



Elizabeth McClanahan, Director of Purchasing & Warehouse

Board Meeting: December 16, 2019