



4 World Trade Center, 150 Greenwich Street, 21st Floor, New York, NY 10007

REQUEST FOR QUOTATION

<p>Contact person/Telephone Nancy Ubilla/212-435-4605</p>	<p>Collective# / / Bid Due Date 0000042804 / / 07/07/2015 Bids must be received no later than 11:00 AM on the above Bid Due Date.</p> <p>Deliver Goods/Services To: Port Authority Technical Center 241 Erie Street - Room 125 Jersey City NJ 07310</p>
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Quantity	Description	Unit Price	Total
	<p>Cover Stock and Specialty Paper - Three (3) Year Requirements Contract.</p> <p>Three (3) year Requirements Contract for the delivery of Cover Stock and Specialty Paper as specified, to be supplied on an as required basis. Contract to commence on or about 8/22/15 to 8/21/2018.</p> <p>DELIVERY REQUIREMENTS: Deliveries shall be made within three (3) working days from receipt of purchase order. Delivery to be made to: The Port Authority Technical Center 241 Erie Street, Jersey City, NJ 07310, Room #125 Attn: Mr. Alex Hernandez</p> <p>Contract Administrator: Verrette Abel</p> <p>ATTACHMENTS: "EXHIBIT A" AND "PRICING SHEET DATED JUNE 2015" TO BE MADE PART OF THIS CONTRACT.</p> <p>REQUIREMENTS CONTRACT: This is not to be considered an order for delivery. Upon issuance, vendor shall be bound to honor request from the Facility for the materials of services shown for a three (3) year period, commence on date of award. There shall be no minimum dollar or quantities per Purchase Order release. The</p>		
	<p>PLEASE QUOTE FULLY DELIVERED PRICES</p>	<p>PAYMENT TERMS</p>	<p>Total Delivered Price</p>

This Quotation is subject to the terms and conditions set forth on the back page hereof. Bidder is advised to read these before signing.

We have read the instructions and, if favored with an order, we agree to furnish the items enumerated herein at the prices and under the conditions indicated.

NOTICE TO BIDDERS: Unless the following term of assurance that the above offer is irrevocable is signed, the offer submitted herein shall not be deemed to be complete.

Signed _____
Firm Name _____
Telephone number _____ Date _____
Fax Number _____
Federal Taxpayer ID _____

Bidder
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in
Two
Places

The foregoing offer shall be irrevocable for 90 days after the date on which the Port Authority of New York and New Jersey opens this proposal.

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	<p>dollar value of this requisition is for evaluation purposes only and there are no guarantees as to the actual amount, if any, that may be ordered. In full consideration for the performance of all duties and obligations hereunder, the Vendor agrees to accept from the Port Authority a compensation consisting of payment for the items or services supplied by the Vendor computed at the bid prices quoted in the Request for Quotation. The "Unit Price Per Sheet" quoted shall not exceed two decimal places.</p> <p>AWARD TO SINGLE BIDDER: It is the intent of the Port Authority of New York and New Jersey (the "Port Authority") to award an order to one Bidder based on the total estimated delivered price for all items. However, the Port Authority shall have the absolute right to reject any or all bids or to accept any bid in whole or in part and to waive defects in bids.</p> <p>Vendor will need to provide a swatch book of the color stocks before an award is made.</p> <p>EXTENSION PERIOD: The Port Authority shall have the absolute right to extend the term of this contract for an additional period of up to one hundred and twenty (120) days subsequent to the Expiration Date subject to the same terms and conditions as the previous contract period. The prices quoted by the Contractor for the previous contract period shall remain in effect during this</p>				
	PLEASE QUOTE FULLY DELIVERED PRICES	PAYMENT TERMS		Total Delivered Price	

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	<p>Extension Period without adjustment. If it so elects to extend this Contract, the Port Authority will advise the Contractor, in writing that the term is so extended, and stipulate the length of the extended term, at least thirty (30) days prior to the expiration date of the previous contract period.</p> <p>TERMINATION: The Port Authority may terminate this Contract with cause at any time and without cause within five (5) business days written notice to the Vendor and in such an event this Contract shall cease and expire on the date set forth in the notice of termination as fully and completely as though such date was the original expiration date. Such cancellation shall be without prejudice to the rights and obligations of the parties arising out of portions of this agreement already performed but no allowance shall be made for anticipated profits. The Vendor shall complete delivery of all items ordered before receipt of the notice of termination.</p> <p>LIQUIDATED DAMAGES: The Contractor's obligations for the performance and completion of the Work within the time or times provided for in this Contract are of the essence of this Contract. In the event that the Contractor fails to satisfactorily perform all or any part of the Work required hereunder in accordance with the requirements set forth in the Specifications (as the same may be modified in accordance with provisions set forth elsewhere herein) then, inasmuch as the damage and loss to the Port</p>				
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	<p>Authority for such failure to perform includes items of loss whose amount will be incapable or very difficult of accurate estimation, the damages for such failure to perform shall be liquidated as follows: If the vendor does not supply the material required hereunder within three (3) days of the Port Authority's request, liquidated damages in the amount of \$100 per day per order may be assessed for every day beyond three (3) days that the materials have not been provided. The Manager shall determine whether the Contractor has performed in a satisfactory manner and their determination shall be final, binding and conclusive upon the Contractor. Failure of the Manager or the Port Authority to impose liquidated damages shall not be deemed Port Authority acceptance of unsatisfactory performance or a failure to perform on the part of the Contractor or a waiver of its remedies hereunder.</p> <p>A price preference of 10 % is available for NY/NJ Minority and Women Business Enterprises (M/WBE) or 5% for NY/NJ Small Business Enterprises (SBE) certified by the Port Authority (PA) by the day before bid opening for awards not exceeding \$1,000,000. My firm was certified as a _____ on _____.</p> <p>****QUOTE ONLY FULLY DELIVERED PRICES****</p>				
	PLEASE QUOTE FULLY DELIVERED PRICES	PAYMENT TERMS		Total Delivered Price	

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	<p>This is a Formal Bid Invitation Mail Sealed Bids to:</p> <p>The Port Authority of NY & NJ Attn: Bid Custodian Procurement Department 4 World Trade Center 150 Greenwich Street, 21st Floor New York, NY 10007</p> <p>by the date and time listed above, where it will be publicly opened and read.</p> <p>If you do not use or have an envelope provided, you must clearly mark the outside envelope/package with 'BID ENCLOSED' and show the company name, address, as well as Bid number and Due date as stated on this bid document.</p> <p>Bids are only accepted Monday through Friday, excluding Port Authority holidays, between the hours of 8 A.M. & 5 P.M., via regular mail, express delivery service or hand delivery. Express carrier deliveries by commercial vehicles can be made via vendors approved by Silverstein Properties, the 4 World Trade Center (4WTC) Property Manager, through the Vehicle Security Center (VSC). Presently, UPS is the only delivery vendor with approved recurring delivery times. There is extensive security at the World Trade Center Site. Individuals must present a valid government-issued photo ID</p>		
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	<p>to enter 4 WTC. Individuals without packages or carrying small packages or boxes that can be conveyed by hand or on a hand truck may enter through the lobby. All envelopes, packages and boxes may be subject to additional security screening.</p> <p>There is no parking available at 4 WTC/150 Greenwich Street, and parking in the surrounding area is extremely limited.</p> <p>A valid government-issued photo ID is required to gain access into the building to attend the bid opening or hand deliver a bid.</p> <p>Bids that are not received by the bid custodian by the scheduled bid opening date will be considered late.</p>			
1.00	<p>3 Year Specialty Paper and Cover Stock</p> <p>The item covers the following services: 3 Year Cover Stock Specialty Paper</p>			
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 Firm Name _____

TERMS AND CONDITIONS

1. The Port Authority (PA) reserves the right to request information relating to seller's responsibility, experience and capability to perform the work.
2. Unless otherwise provided, complete shipment of all items must be in one delivery FOB delivery point. Payment will not be made on partial deliveries unless authorized in advance by the party to be charged and the discount, if any, will be taken on the total order.
3. PA payment terms are net 30 days. Cash discounts for prompt payment of invoices may be taken but will not be considered in determining award, except in the case of tie bids.
4. Separate unit and total FOB delivered prices must be shown.
5. Sales to the PA and to PATH are currently exempt from New York and New Jersey State and local taxes and generally from federal taxation. The seller certifies that there are no federal, state, municipal or any other taxes included in the prices shown hereon.
6. The PA shall have the absolute right to reject any or all proposals or to accept any proposal in whole or part and to waive defects in proposals.
7. Unless the phrase "no substitute" is indicated, bidder may offer alternate manufacturer / brands, which shall be subject to Port Authority approval. Please indicate details of product being offered with bid.
8. Acceptance of seller's offer will be only by Purchase Order Form signed by the PA. No change shall be made in the agreement except in writing.
9. If the seller fails to perform in accordance with the terms of this purchase order, the PA may obtain the goods or services from another contractor and charge the seller the difference in price, if any, a reletting cost of \$100, plus any other damages to the PA.
10. Upon request, sellers are encouraged to extend the terms and conditions of any terms agreement with the PA to other government and quasi-government entities by separate agreement.
11. By signing this quotation or bid, the seller certifies to all statements on Form PA 3764A regarding non-collusive bidding; compliance with the PA Code of Ethics; and the existence of investigations, indictments, convictions, suspensions, terminations, debarments and other stated occurrences to assist the PA in determining whether there are integrity issues which would prevent award of the contract to the seller. The PA has adopted a policy set forth in full on PA 3764A, that it will honor a determination by an agency of the State of New York or New Jersey that a bidder is not eligible to bid on or be awarded public contracts because the bidder has been determined to have engaged in illegal or dishonest conduct or to have violated prevailing wage legislation. The Terms and Conditions of PA 3764A apply to this order. A copy can be obtained by calling (212) 435-4600 or at <http://www.panynj.gov/business-opportunities/become-vendor.html>
12. The vendor may subcontract the services or use a supplier for the furnishing of materials required hereunder to such persons or entities as the Manager, Purchasing Services may from time to time expressly approve in writing. All further subcontracting shall also be subject to such approval.
13. The successful bidder (vendor) shall not issue nor permit to be issued any press release, advertisement, or literature of any kind, which refers to the Port Authority or that goods will be, are being or have been provided to it and/or that services will be, are being or have been performed for it in connection with this Agreement, unless the vendor first obtains the written approval of the Port Authority. Such approval may be withheld if for any reason the Port Authority believes that the publication of such information would be harmful to the public interest or is in any way undesirable.
14. Neither the Commissioners of the Port Authority, nor Directors of PATH, nor any of them, nor any officer, agent or employee thereof, shall be charged personally by the Contractor with any liability, or held personally liable to the Contractor under any term or provision of this Agreement, or because of its execution or attempted execution, or because of any breach, or attempted or alleged breach, thereof.

EXHIBIT A – SPECIFICATIONS

1. Work Required by the Specifications

These Specifications relate generally to the delivery of Cover Stock and Specialty Paper for the Port Authority offices.

2. Print Quality

All paper must be of high print quality with no background tone. Paper which does not meet Authority requirements shall be returned at the Contractor's expense.

3. Packaging

All items must be packaged following the Mill Brand specification on packaging per item. See the following examples:

1. 10 reams of 500 sheets per carton
2. 8 reams of 250 sheets per carton
3. 4 reams of 250 sheets per carton (11x17 or 12x18)

Green Certification mark must appear on the packaging.

4. Delivery

Deliveries are to be made within three (3) working days of receipt of the Port Authority's request. Delivery shall be to the following location: 241 Erie Street, Room 125, Jersey City, 07310., Attn: Alex Hernandez.

In the event the Contractor cannot meet the delivery schedule the Contractor will immediately contact the Reproduction Supervisor at (201) 216-2222. If an acceptable delivery schedule cannot be agreed upon, the Port Authority reserves the right to obtain the product from another vendor and charge the contractor the difference in price, if any.

Delivery charges are to be included in the unit prices quoted on the "Pricing Sheets".

5. Additional Items

The Contractor shall stock various papers and weight as listed in the pricing sheet. On some occasions, specialty paper or cover stock other than what is listed in the pricing sheet will be required. In those cases, the contractor shall obtain approval from the Supervisor of Reproduction Services or his/her representative before an order is placed.

6. Recycled Paper

Paper is to contain not less than 30% post consumer waste.

PRICING SHEET YEAR ONE

NOTE: Prices must be quoted in price per sheet, Bidders should take care that the decimal Point is correctly placed as the unit price prevails.

Mill Brands Only NO PRIVATE LABELS WILL BE ACCEPTED

For Specialty Paper minimum 98% brightness and 93% opacity

See “EXHIBIT A” for requirements on reuse of recycled materials

Item 1) White Paper- White offset opaque smooth or Approved Equal

	Description	Est. Year One Quantity (Sheets)	Unit Price Per Sheet	Est. Year One Price	Mill Brand
A	“8 ½ x 11” 24/60 lbs.	50,000	X		
B	“8 ½ x 14” 24/60 lbs	50,000	X		
C	“11 x 17” 24/60 lbs	384,000	X		

Item 2) Carbonless Paper NCR- Minimum Weight 19lbs. or Approved Equal

	Description	Est. Year One Quantity (Sets)	Unit Price Per Set	Est. Year One Price	Mill Brand
A	“8 ½ x 11”	12,500	X		
B	“8 ½ x 14”	25,000	X		
C	“8 ½ x 11”	85,000	X		
D	“8 ½ x 14”	65,000	X		
E	“8 ½ x 11”	6,250	X		
F	“8 ½ x 14”	25,000	X		
G	“8 ½ x 11”	2,000	X		

**Item 3) Kromekote-White Cast Coated Size 23"x35"
Xerox digital guaranteed or Approved Equal**

	Description	Est. Year One Quantity (Sheets)		Unit Price Per Sheet	Est. Year One Price	Mill Brand
A	12 Point One sided	2,000	X			
B	12 Point Two sided	800	X			

Item 4) Parchment Size 23"x 35" or Approved Equal

	Description	Est. Year One Quantity (Sheets)		Unit Price Per Sheet	Est. Year One Price	Mill Brand
A	Natural White 24/60 lbs.	7,500	X			
B	Bright White 24/60 lbs.	7,500	X			
C	Old White 24/60 lbs.	4,000	X			

Item 5) Envelopes White Wove 24 lbs or Approved Equal

	Description	Est. Year One Quantity (Cartons)		Unit Price Per Carton	Est. Year One Price	Mill Brand
A	#10 Regular	50	X			
B	#10 Window	6	X			
C	#9 Regular	7	X			
D	#6 ¾ Regular	2	X			

Item 6) Chip Board 90 count 50 lbs. per Bundle or Approved Equal

	Description	Est. Year One Quantity (Bundles)	X	Unit Price Per Sheet	Est. Year One Price	Mill Brand
A	"8 ½ x 11"	20	X			
B	"8 ½ x 14"	10	X			
C	"11x17"	15	X			
D	"18x12"	5	X			

Item 7) Carolina Coated-One Sided 24 Point Size 23"x35" or Approved Equal

	Description	Est. Year One Quantity (Sheets)	X	Unit Price Per Sheet	Est. Year One Price	Mill Brand
A	White	1,250	X			

**Item 8) Premium-Color Copy Paper White 28 lbs
98% brightness 30% Recycled-Xerox digital Guaranteed or Approved Equal**

	Description	Est. Year One Quantity (sheets)	X	Unit Price Per Sheet	Est. Year One Price	Mill Brand
A	"8 ½ x 11"	1,280,000	X			
B	11"x17"	320,000	X			

**Item 9) Premium-Color Copy Paper White 32 lbs
98% brightness 30% Recycled-Xerox digital Guaranteed or Approved Equal**

	Description	Est. Year One Quantity (sheets)	X	Unit Price Per Sheet	Est. Year One Price	Mill Brand
A	"8 ½ x 11"	160,000	X			
B	11"x17"	45,000	X			

Item 10) Premium-Color Copy Cover Stock 80 lbs
98% brightness 30% Recycled-Xerox digital Guaranteed or Approved Equal

	Description	Est. Year One Quantity (sheets)	X	Unit Price Per Sheet	Est. Year One Price	Mill Brand
A	"8 ½ x 11"	500,000	X			
B	11"x17"	160,000	X			
C	12"X18"	60,000	X			

Item 11) Premium-Color Copy Cover Stock 100 lbs
98% brightness 30% Recycled-Xerox digital Guaranteed or Approved Equal

	Description	Est. Year One Quantity (sheets)	X	Unit Price Per Sheet	Est. Year One Price	Mill Brand
A	"8 ½ x 11"	10,000	X			
B	11"x17"	7,500	X			
C	12"X18"	3,750	X			

Item 12) Simpson Security Paper 24lbs or Approved Equal

	Description	Est. Year One Quantity (sheets)	X	Unit Price Per Sheet	Est. Year One Price	Mill Brand
A	OCR Green "8 ½ x 11"	200,000	X			
B	OCR Blue "8 ½ x 11"	200,000	X			
C	OCR Tan "8 ½ x 11"	200,000	X			
D	OCR Yellow "8 ½ x 11"	200,000	X			

Item 13) Xpri Gloss Text-80lbs 10% post consumer waste or Approved Equal

	Description	Est. Year One Quantity (sheets)	Unit Price Per Sheet	Est. Year One Price	Mill Brand
A	"12x18"	45,000	X		

Item 14) Xpri Dull Text-80lbs 10% post consumer waste or Approved Equal

	Description	Est. Year One Quantity (sheets)	Unit Price Per Sheet	Est. Year One Price	Mill Brand
A	"12x18"	45,000	X		

Item 15) Xpri Gloss Cover-80lbs 10% post consumer waste or Approved Equal

	Description	Est. Year One Quantity (sheets)	Unit Price Per Sheet	Est. Year One Price	Mill Brand
A	"12x18"	45,000	X		

Item 16) Xpri Dull Cover-80lbs 10% post consumer waste or Approved Equal

	Description	Est. Year One Quantity (sheets)	Unit Price Per Sheet	Est. Year One Price	Mill Brand
A	"12x18"	45,000	X		

Item 17) Xpri Gloss text -100lbs 10% post consumer waste or Approved Equal

	Description	Est. Year One Quantity (sheets)	Unit Price Per Sheet	Est. Year One Price	Mill Brand
A	"12x18"	45,000	X		

Item 18) Xpri Dull text -100lbs 10% post consumer waste or Approved Equal

	Description	Est. Year One Quantity (sheets)	Unit Price Per Sheet	Est. Year One Price	Mill Brand
A	"12x18"	45,000	X		

Item 19) Xpri Dull Cover -100lbs 10% post consumer waste or Approved Equal

	Description	Est. Year One Quantity (sheets)	Unit Price Per Sheet	Est. Year One Price	Mill Brand
A	"12x18"	45,000	X		

Item 20) Xpri Dull Cover -110lbs 10% post consumer waste or Approved Equal

	Description	Est. Year One Quantity (sheets)	Unit Price Per Sheet	Est. Year One Price	Mill Brand
A	"12x18"	10,000	X		

**Item 21) Springhill Exact Opaque Cover or Approved Equal
65 lbs 10% Recycled ALL COLORS**

	Description	Est. Year One Quantity (sheets)	Unit Price Per Sheet	Est. Year One Price	Mill Brand
	"8 1/2 x 11"	45,000	X		

Item 22) Mohawk Bright Hue Cover or Approved Equal

	Description	Est. Year One Quantity (sheets)	Unit Price Per Sheet	Est. Year One Price	Mill Brand
A	"8 1/2 x 11"	45,000	X		

**Item 23) Text All Colors or Approved Equal
24/60 lbs 30% Recycled ALL COLORS**

	Description	Est. Year One Quantity (sheets)	Unit Price Per Sheet	Est. Year One Price	Mill Brand
A	"8 1/2 x 11"	335,000	X		

**Item 24) Text All Colors or Approved Equal
24/60 lbs 30% Recycled ALL COLORS**

	Description	Est. Year One Quantity (sheets)	Unit Price Per Sheet	Est. Year One Price	Mill Brand
A	11"x17"	1,705,000	X		

TOTAL ESTIMATED YEAR ONE PRICE: \$_____

PRICING SHEET YEAR TWO

Item 1) White Paper- White offset opaque smooth or Approved Equal

	Description	Est. Year Two Quantity (Sheets)	X	Unit Price Per Sheet	Est. Year Two Price	Mill Brand
A	“8 ½ x 11” 24/60 lbs.	50,000	X			
B	“8 ½ x 14” 24/60 lbs	50,000	X			
C	“11 x 17” 24/60 lbs	384,000	X			

Item 2) Carbonless Paper NCR- Minimum Weight 19lbs. or Approved Equal

	Description	Est. Year Two Quantity (Sets)	X	Unit Price Per Set	Est. Year Two Price	Mill Brand
A	2-part: “8 ½ x 11”	12,500	X			
B	2-part: “8 ½ x 14”	25,000	X			
C	3-part: “8 ½ x 11”	85,000	X			
D	3-part: “8 ½ x 14”	65,000	X			
E	4-part: “8 ½ x 11”	6,250	X			
F	4-part: “8 ½ x 14”	25,000	X			
G	5-part: “8 ½ x 11”	2,000	X			

**Item 3) Kromekote-White Cast Coated Size 23"x35"
Xerox digital guaranteed or Approved Equal**

	Description	Est. Year Two Quantity (Sheets)		Unit Price Per Sheet	Est. Year Two Price	Mill Brand
A	12 Point One sided	2,000	X			
B	12 Point Two sided	800	X			

Item 4) Parchment Size 23"x 35" or Approved Equal

	Description	Est. Year Two Quantity (Sheets)		Unit Price Per Sheet	Est. Year Two Price	Mill Brand
A	Natural White 24/60 lbs.	7,500	X			
B	Bright White 24/60 lbs.	7,500	X			
C	Old White 24/60 lbs.	4,000	X			

Item 5) Envelopes White Wove 24 lbs or Approved Equal

	Description	Est. Year Two Quantity (Cartons)		Unit Price Per Carton	Est. Year Two Price	Mill Brand
A	#10 Regular	50	X			
B	#10 Window	6	X			
C	#9 Regular	7	X			
D	#6 ¾ Regular	2	X			

Item 6) Chip Board 90 count 50 lbs. per Bundle or Approved Equal

	Description	Est. Year Two Quantity (Bundles)	X	Unit Price Per Sheet	Est. Year Two Price	Mill Brand
A	"8 ½ x 11"	20	X			
B	"8 ½ x 14"	10	X			
C	"11x17"	15	X			
D	"18x12"	5	X			

Item 7) Carolina Coated-One Sided 24 Point Size 23"x35" or Approved Equal

	Description	Est. Year Two Quantity (Sheets)	X	Unit Price Per Sheet	Est. Year Two Price	Mill Brand
A	White	1,250	X			

**Item 8) Premium-Color Copy Paper White 28 lbs
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	Description	Est. Year Two Quantity (sheets)	X	Unit Price Per Sheet	Est. Year Two Price	Mill Brand
A	"8 ½ x 11"	1,280,000	X			
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**Item 10) Premium-Color Copy Cover Stock 80 lbs
98% brightness 30% Recycled-Xerox digital Guaranteed or Approved Equal**

	Description	Est. Year Two Quantity (sheets)	X	Unit Price Per Sheet	Est. Year Two Price	Mill Brand
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B	11"x17"	160,000	X			
C	12"X18"	60,000	X			

**Item 11) Premium-Color Copy Cover Stock 100 lbs
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	Description	Est. Year Two Quantity (sheets)	X	Unit Price Per Sheet	Est. Year Two Price	Mill Brand
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B	11"x17"	7,500	X			
C	12"X18"	3,750	X			

Item 12) Simpson Security Paper 24lbs or Approved Equal

	Description	Est. Year Two Quantity (sheets)	X	Unit Price Per Sheet	Est. Year Two Price	Mill Brand
A	OCR Green "8 ½ x 11"	200,000	X			
B	OCR Blue "8 ½ x 11"	200,000	X			
C	OCR Tan "8 ½ x 11"	200,000	X			
D	OCR Yellow "8 ½ x 11"	200,000	X			

Item 13) Xpri Gloss Text-80lbs 10% post consumer waste or Approved Equal

	Description	Est. Year Two Quantity (sheets)	Unit Price Per Sheet	Est. Year Two Price	Mill Brand
A	"12x18"	45,000	X		

Item 14) Xpri Dull Text-80lbs 10% post consumer waste or Approved Equal

	Description	Est. Year Two Quantity (sheets)	Unit Price Per Sheet	Est. Year Two Price	Mill Brand
A	"12x18"	45,000	X		

Item 15) Xpri Gloss Cover-80lbs 10% post consumer waste or Approved Equal

	Description	Est. Year Two Quantity (sheets)	Unit Price Per Sheet	Est. Year Two Price	Mill Brand
A	"12x18"	45,000	X		

Item 16) Xpri Dull Cover-80lbs 10% post consumer waste or Approved Equal

	Description	Est. Year Two Quantity (sheets)	Unit Price Per Sheet	Est. Year Two Price	Mill Brand
A	"12x18"	45,000	X		

Item 17) Xpri Gloss text -100lbs 10% post consumer waste or Approved Equal

	Description	Est. Year Two Quantity (sheets)	Unit Price Per Sheet	Est. Year Two Price	Mill Brand
A	"12x18"	45,000	X		

Item 18) Xpri Dull text -100lbs 10% post consumer waste or Approved Equal

	Description	Est. Year Two Quantity (sheets)	Unit Price Per Sheet	Est. Year Two Price	Mill Brand
A	"12x18"	45,000	X		

Item 19) Xpri Dull Cover -100lbs 10% post consumer waste or Approved Equal

	Description	Est. Year Two Quantity (sheets)	Unit Price Per Sheet	Est. Year Two Price	Mill Brand
A	"12x18"	45,000	X		

Item 20) Xpri Dull Cover -110lbs 10% post consumer waste or Approved Equal

	Description	Est. Year Two Quantity (sheets)	Unit Price Per Sheet	Est. Year Two Price	Mill Brand
A	"12x18"	10,000	X		

**Item 21) Springhill Exact Opaque Cover or Approved Equal
65 lbs 10% Recycled ALL COLORS**

	Description	Est. Year Two Quantity (sheets)	Unit Price Per Sheet	Est. Year Two Price	Mill Brand
A	"8 ½ x 11"	45,000	X		

**Item 22) Mohawk Bright Hue Cover or Approved Equal
65 lbs 30% Recycled ALL COLORS**

	Description	Est. Year Two Quantity (sheets)	Unit Price Per Sheet	Est. Year Two Price	Mill Brand
A	"8 ½ x 11"	45,000	X		

Item 23) Text All Colors or Approved Equal
24/60 lbs 30% Recycled ALL COLORS

	Description	Est. Year Two Quantity (sheets)		Unit Price Per Sheet	Est. Year Two Price	Mill Brand
A	"8 ½ x 11"	335,000	X			

Item 24) Text All Colors or Approved Equal
24/60 lbs 30% Recycled ALL COLORS

	Description	Est. Year Two Quantity (sheets)		Unit Price Per Sheet	Est. Year Two Price	Mill Brand
A	11"x17"	1,705,000	X			

TOTAL ESTIMATED YEAR TWO PRICE: \$_____

PRICING SHEET YEAR THREE

Item 1) White Paper- White offset opaque smooth or Approved Equal

	Description	Est. Year Three Qty (Sheets)	X	Unit Price Per Sheet	Est. Year Three Price	Mill Brand
A	"8 ½ x 11" 24/60 lbs.	50,000	X			
B	"8 ½ x 14" 24/60 lbs	50,000	X			
C	"11 x 17" 24/60 lbs	384,000	X			

Item 2) Carbonless Paper NCR- Minimum Weight 19lbs. or Approved Equal

	Description	Est. Year Three Qty (Sets)	X	Unit Price Per Set	Est. Year Three Price	Mill Brand
A	2-part: "8 ½ x 11"	12,500	X			
B	2-part: "8 ½ x 14"	25,000	X			
C	3-part: "8 ½ x 11"	85,000	X			
D	3-part: "8 ½ x 14"	65,000	X			
E	4-part: "8 ½ x 11"	6,250	X			
F	4-part: "8 ½ x 14"	25,000	X			
G	5-part: "8 ½ x 11"	2,000	X			

**Item 3) Kromekote-White Cast Coated Size 23"x35"
Xerox digital guaranteed or Approved Equal**

	Description	Est. Year Three Qty (Sheets)		Unit Price Per Sheet	Est. Year Three Price	Mill Brand
A	12 Point One sided	2,000	X			
B	12 Point Two sided	800	X			

Item 4) Parchment Size 23"x 35" or Approved Equal

	Description	Est. Year Three Qty (Sheets)		Unit Price Per Sheet	Est. Year Three Price	Mill Brand
A	Natural White 24/60 lbs.	7,500	X			
B	Bright White 24/60 lbs.	7,500	X			
C	Old White 24/60 lbs.	4,000	X			

Item 5) Envelopes White Wove 24 lbs or Approved Equal

	Description	Est. Year Three Qty (Cartons)		Unit Price Per Carton	Est. Year Three Price	Mill Brand
A	#10 Regular	50	X			
B	#10 Window	6	X			
C	#9 Regular	7	X			
D	#6 ¾ Regular	2	X			

Item 6) Chip Board 90 count 50 lbs. per Bundle or Approved Equal

	Description	Est. Year Three Qty (Bundles)	X	Unit Price Per Sheet	Est. Year Three Price	Mill Brand
A	"8 ½ x 11"	20	X			
B	"8 ½ x 14"	10	X			
C	"11x17"	15	X			
D	"18x12"	5	X			

Item 7) Carolina Coated-One Sided 24 Point Size 23"x35" or Approved Equal

	Description	Est. Year Three Qty (Sheets)	X	Unit Price Per Sheet	Est. Year Three Price	Mill Brand
A	White	1,250	X			

Item 8) Premium-Color Copy Paper White 28 lbs

98% brightness 30% Recycled-Xerox digital Guaranteed or Approved Equal

	Description	Est. Year Three Qty (sheets)	X	Unit Price Per Sheet	Est. Year Three Price	Mill Brand
A	"8 ½ x 11"	1,280,000	X			
B	11"x17"	320,000	X			

Item 9) Premium-Color Copy Paper White 32 lbs

98% brightness 30% Recycled-Xerox digital Guaranteed or Approved Equal

	Description	Est. Year Three Qty (sheets)	X	Unit Price Per Sheet	Est. Year Three Price	Mill Brand
A	"8 ½ x 11"	160,000	X			
B	11"x17"	45,000	X			

Item 10) Premium-Color Copy Cover Stock 80 lbs
98% brightness 30% Recycled-Xerox digital Guaranteed or Approved Equal

	Description	Est. Year Three Qty (sheets)		Unit Price Per Sheet	Est. Year Three Price	Mill Brand
A	"8 ½ x 11"	500,000	X			
B	11"x17"	160,000	X			
C	12"X18"	60,000	X			

Item 11) Premium-Color Copy Cover Stock 100 lbs
98% brightness 30% Recycled-Xerox digital Guaranteed or Approved Equal

	Description	Est. Year Three Qty (sheets)		Unit Price Per Sheet	Est. Year Three Price	Mill Brand
A	"8 ½ x 11"	10,000	X			
B	11"x17"	7,500	X			
C	12"X18"	3,750	X			

Item 12) Simpson Security Paper 24lbs or Approved Equal

	Description	Est. Year Three Qty (sheets)		Unit Price Per Sheet	Est. Year Three Price	Mill Brand
A	OCR Green "8 ½ x 11"	200,000	X			
B	OCR Blue "8 ½ x 11"	200,000	X			
C	OCR Tan "8 ½ x 11"	200,000	X			
D	OCR Yellow "8 ½ x 11"	200,000	X			

Item 13) Xpri Gloss Text-80lbs 10% post consumer waste or Approved Equal

	Description	Est. Year Three Qty (sheets)	Unit Price Per Sheet	Est. Year Three Price	Mill Brand
A	"12x18"	45,000	X		

Item 14) Xpri Dull Text-80lbs 10% post consumer waste or Approved Equal

	Description	Est. Year Three Qty (sheets)	Unit Price Per Sheet	Est. Year Three Price	Mill Brand
A	"12x18"	45,000	X		

Item 15) Xpri Gloss Cover-80lbs 10% post consumer waste or Approved Equal

	Description	Est. Year Three Qty (sheets)	Unit Price Per Sheet	Est. Year three Price	Mill Brand
A	"12x18"	45,000	X		

Item 16) Xpri Dull Cover-80lbs 10% post consumer waste or Approved Equal

	Description	Est. Year Three Qty (sheets)	Unit Price Per Sheet	Est. Year Three Price	Mill Brand
A	"12x18"	45,000	X		

Item 17) Xpri Gloss text -100lbs 10% post consumer waste or Approved Equal

	Description	Est. Year Three Qty (sheets)	Unit Price Per Sheet	Est. Year Three Price	Mill Brand
A	"12x18"	45,000	X		

Item 18) Xpri Dull text -100lbs 10% post consumer waste or Approved Equal

	Description	Est. Year Three Qty (sheets)	Unit Price Per Sheet	Est. Year Three Price	Mill Brand
A	"12x18"	45,000	X		

Item 19) Xpri Dull Cover -100lbs 10% post consumer waste or Approved Equal

	Description	Est. Year Three Qty (sheets)	Unit Price Per Sheet	Est. Year Three Price	Mill Brand
A	"12x18"	45,000	X		

Item 20) Xpri Dull Cover -110lbs 10% post consumer waste or Approved Equal

	Description	Est. Year Three Qty (sheets)	Unit Price Per Sheet	Est. Year Three Price	Mill Brand
A	"12x18"	10,000	X		

21) Springhill Exact Opaque Cover or Approved Equal

65 lbs 10% Recycled ALL COLORS

	Description	Est. Year Three Qty (sheets)	Unit Price Per Sheet	Est. Year Three Price	Mill Brand
A	"8 ½ x 11"	45,000	X		

Item 22) Mohawk Bright Hue Cover or Approved Equal

65 lbs 30% Recycled ALL COLORS

	Description	Est. Year Three Qty (sheets)	Unit Price Per Sheet	Est. Year Three Price	Mill Brand
A	"8 ½ x 11"	45,000	X		

Item 23) Text All Colors or Approved Equal
24/60 lbs 30% Recycled ALL COLORS

	Description	Est. Year Three Qty (sheets)	Unit Price Per Sheet	Est. Year Three Price	Mill Brand
A	"8 ½ x 11"	335,000	X		

Item 24) Text All Colors or Approved Equal
24/60 lbs 30% Recycled ALL COLORS

	Description	Est. Year Three Qty (sheets)	Unit Price Per Sheet	Est. Year Three Price	Mill Brand
A	11"x17"	1,705,000	X		

TOTAL ESTIMATED YEAR THREE PRICE: \$_____

PRICING SUMMARY SHEET

I. Total Estimated Contract Price –Year One \$_____

II. Total Estimated Contract Price –Year Two \$_____

III. Total Estimated Contract Price –Year Three \$_____

TOTAL ESTIMATED THREE YEAR CONTRACT PRICE \$_____.
(SUM OF I, II AND III)