



**WEST ORANGE-COVE CONSOLIDATED INDEPENDENT
SCHOOL DISTRICT
P.O. BOX 1107
ORANGE, TEXAS 77630**

Date: June 24, 2013
To: Board of Trustees
From: Mr. James Colbert
Subject: RECOMMENDATION TO APPROVE PROPOSAL FOR
UNITED STATIONERS CATALOG

Proposals were opened May 14, 2013 for United Stationers Catalog. The Purchasing Department mailed three invitations for proposals and received two responses. The proposal tabulation is attached for your review.

**HERNANDEZ OFFICE SUPPLY
MANNINGS'
THE ORANGE STATIONER, INC**

It is recommended that the Board award a multi-vendor contract for United Stationer's Catalog at the prices submitted.

Respectfully Submitted:

James Colbert
Superintendent

Melinda James
Business Manager



**WEST ORANGE-COVE C.I.S.D.
P.O. BOX 1107
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**PROPOSAL TABULATION FOR
UNITED STATIONERS CATALOG**

July 1, 2013 - June 30, 2014

VENDOR	CATALOG PRICE MINUS %
HERNANDEZ OFFICE SUPPLY	35%
THE ORANGE STATIONER, INC	35%

Please see exclusions from the above vendor- **THE ORANGE STATIONER, INC.** The following categories will carry a 10% discount:

- Computer Ribbons**
- Dictionaries**
- Electronic & Electrical Items**
- Film Cartridges for Printers, Copiers & Fax Machines**
- Ink Jet Cartridges**
- Janitorial & Break Room Supplies**
- Laser Toner Cartridges**

Custom Stamp will be quoted individually on an as needed basis

Furniture assembly will be quoted at appropriate assembly rates based on the amount of time needed to assemble the items.

Any item that goes below cost with the discounts from list will be Sold at cost plus 10%

Special promotions could lower the discounts as they become Available. Contact us for details.