



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

Date: June 25, 2012

To: Board of Trustees

From: Mr. James Colbert

Subject: RECOMMENDATION TO APPROVE BID FOR ENVELOPES

Bids were opened May 22, 2012 for Envelopes. The Purchasing Department mailed three invitations for bids and received two responses. The bid tabulation is attached for your review.

**DOMINION FORMS**

**GRAPHICS UNLIMITED, INC**

**STANDARD STATIONERY SUPPLY CO**

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It is recommended that the Board award contract to Dominion Forms for Envelopes at the prices submitted.

Respectfully Submitted:

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James Colbert  
Superintendent

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Melinda James  
Business Manager