



**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**

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

Respectfully Submitted:

James Colbert
Superintendent

Melinda James
Business Manager