

CENTRAL DAUPHIN SCHOOL DISTRICT



Invitation for Bid Paper, General & Art Supplies

**Central Dauphin School District
600 Rutherford Road
Harrisburg, Pennsylvania 17109
(717) 545-4703
FAX: (717) 657-4999**

District Background/Overview:

The mission of the Central Dauphin School District, a uniquely diverse school district, is to ensure all students a challenging and dynamic curriculum that prepares them to succeed in a changing, global society by inspiring lifelong learning in a caring, collaborative community.

Central Dauphin School District is a dynamic, suburban community of 95,000 residents with a total student membership of approximately 12,000 students. It is located northeast of the city of Harrisburg within the County of Dauphin in south central Pennsylvania. The school district is the 10th largest school district in the Commonwealth of Pennsylvania and is the largest of the 10 school districts located in the county. Encompassing an area of 118.2 square miles, the district is comprised of three boroughs (Dauphin, Paxtang, and Penbrook) and four townships (Lower Paxton, Middle Paxton, Swatara and West Hanover). Our students attend one of thirteen elementary schools, four middle schools and two high schools; and are transported from urban, suburban and rural areas. Central Dauphin School District strives to provide “quality to the core” educational opportunities to ensure that all students achieve success.

Purpose of Bid:

The purpose of this bid is to provide interested suppliers with sufficient information to enable them to prepare and submit proposals for consideration by the Central Dauphin School District for the procurement of Paper, General & Art Supplies.

BID INSTRUCTIONS AND GENERAL CONDITIONS

1. Bids will be received no later than 1:00 P.M. on April 14, 2021. Bids will be publicly opened at the Central Dauphin School District Administration Building, 600 Rutherford Road, Harrisburg, Pennsylvania, 17109, promptly at 1:15 P.M., on April 14, 2021. Proposers are limited to two representatives per firm. Attendees must wear a facial mask and remain socially distanced from each other.
2. All bids must be submitted to Mrs. Tara Olvera, Purchasing Supervisor, Central Dauphin School District, 600 Rutherford Road, Harrisburg, PA 17109 and include the subject line “**SEALED BID -PAPER, GENERAL & ART SUPPLIES.**” Faxed and electronic submission of bids will **NOT** be considered. Bidder must furnish a current, detailed catalog or specification documents of all items being bid.

Prospective bidders should not make personal contact with members of the School Board of Directors or the Central Dauphin School District Administration. Failure to comply, other than as specifically permitted in the bid instructions and general conditions or Scope of Work, may disqualify a bidder from further consideration.

3. Bids must be typewritten or printed in ink **using the bid form provided by the District. NO OTHERS WILL BE ACCEPTED.** The bidder must sign and remit the original bid form and retain a copy for reference purposes.
4. Alterations, additions, or changes to the conditions of the bid will **NOT** be permitted. Quantities may be adjusted by the Board of Directors of the School District (the “Board”). **Bids may not be accepted on an “all or nothing basis” or “minimum quantity order” or “minimum total cost per manufacturer order”.**

5. Bids shall show both the unit cost of the unit of measure and total prices. Should the figures be irreconcilable, the unit price shall govern, and awards will be made on that basis.
6. **Bid figures shall include “all charges”, including delivery fuel surcharges and shipping charges.** Bid figures shall also include all discounts other than the cash discount and deductions for State and Federal Taxes from which the Central Dauphin School District is exempt. The District will furnish tax exemption certificates in all such cases.
7. Notification of delivery shall be provided by the shipper at least two working days in advance. All deliveries shall be inside deliveries and shall be made between the hours of 7:00A.M. to 3:00P.M., Monday through Friday, excluding holidays and non-operational hours during summer months, unless otherwise specified or agreed to by both parties. Delivery will be accepted after bid award and receipt of a formal purchase order. Delivery will be accepted after July 1, 2021, **but no later than** August 16, 2021 unless otherwise indicated. On some items, you may be contacted for firm delivery dates.
8. The length of time the bid is valid should be stated in the bidder’s proposal with the **minimum** being April 1, 2022, to allow for sufficient bid analysis, award and additional purchases through April 1, 2022.
9. The attached Non-Collusion Affidavit must be signed, notarized and submitted with the bid. Failure to provide a completed and notarized affidavit may be grounds for disqualification of the bid. **According to the Pennsylvania Antbid-Rigging Act, 73 P.S. §§ 1611 et seq., governmental agencies may require Non-Collusion Affidavits to be submitted with bids.**
10. The attached Certificate Regarding Debarment and Suspension must be signed and submitted with the bid. Failure to provide a completed certificate may be grounds for disqualification of the bid.
11. Invoices shall include the purchase order number and be sent in duplicate to the Central Dauphin School District Department of Business Services. Separate invoices shall be prepared for each delivery. Invoices must be accompanied by a copy of a delivery ticket signed by an authorized representative of the District.
12. It is understood and agreed by and between the Board and the bidder that the Board may make its award for one or more items, for the entire bid list, or may reject any or all items, as it desires. The bid quantities are estimates only. It is also understood that the Board reserves the right to award the bids in the best interest of the Central Dauphin School District, and to waive any informalities, technicalities and irregularities.
13. The bidder agrees that if awarded the contract, all of the articles shall be subject to the inspection and approval of the Board. **In the event that any of the articles shall be rejected as unsuitable or are not in conformity with the bid specifications, such articles shall be removed and other articles of proper quality and quantity, as set forth in the specifications and acceptable to the Central Dauphin School District, shall be furnished in their place at the expense of the successful bidder.** The District understands that manufacturers discontinue products, if an awarded item becomes discontinued and is unable to be furnished, the awarded vendor must contact the District prior to sending a substitution.
14. In the event that the successful bidder shall neglect or refuse to furnish and deliver the said articles or any part thereof as provided in these specifications, or to replace any which are rejected as stated in the preceding paragraph, the Central Dauphin School District is authorized and empowered to purchase articles in conformity with this contract from such party or parties in such quantities and in such manner as it shall select at the expense of the successful bidder, or to cancel this contract reserving to itself, nevertheless, all rights for damage which may be incurred by the District.

15. The successful bidder agrees to not assign, transfer, or sublet it without the written consent of the Central Dauphin School District.
16. References to proprietary products are strictly to establish minimum standards of quality and are not stated to eliminate or diminish competition.
17. Any restriction on the use of data contained within a request must be clearly stated in the bid itself. Proprietary information submitted in response to a request will be handled in accordance with applicable Central Dauphin School District procurement regulations and the Commonwealth of Pennsylvania Office of Open Records/Right-to-Know Law. Proprietary restrictions normally are not accepted. However, when accepted, it is the bidder's responsibility to defend the determination in the event of an appeal or litigation.

Any material submitted by the bidder in response to this request that the bidder considers confidential and proprietary information and which qualifies as a trade secret or material which can be kept confidential under the Commonwealth of Pennsylvania Office of Open Records/Right-to-Know Law, must be identified on a Designation of Confidential and Proprietary Information list to be appended to the bid. Bid prices cannot be held confidential.

18. Where the bid describes particular articles, alternate bids covering articles in equality are permitted unless otherwise stated. **Where the bidder intends to furnish another article which is considered equal, in every such instance the manufacturer's name, catalog number and grade of the equivalent must be specified in the bid and must be accompanied with a full description of the equivalent and by a sample, when it is practical to submit. The bidder is responsible for delivering samples at their expense and the Board will not be responsible for returning or for payment of samples submitted.**
19. The bidder shall be held responsible prior to presenting the bids in acquainting the Board with advantageous price breaks in packing and quantity orders, if necessary. Example: If ten articles are specified and the price is more advantageous to purchase the article by the dozen, it becomes the responsibility of the bidder to present the Board with this information.
20. No rights shall accrue to any bidder submitting a bid or proposal until such bid has been accepted, a contract awarded, and purchase order finally and completely executed in writing by duly authorized officers of the Central Dauphin School District.
21. Payment will be processed upon satisfactory receipt of merchandise and invoice. **Shipments must include a packing slip and all boxes/cases/cartons should be clearly labeled with the contents. The District will not be held responsible for payment on items not received. Proof of delivery from a valid district employee is required. Third party delivery driver signatures are not acceptable. Vendors will be notified of shortages within (15) fifteen days of delivery.**
22. In the event of termination for cause, the Central Dauphin School District, in addition to all other damages recoverable by law, may recover from the proposer legal fees, professional fees, costs, expenses, including, but not limited to, employee time attributable to said events, and the proposer shall immediately pay to the District for the same. In the event the proposer fails to adhere to this contractual provision or other requirements of the proposal, costs or expenses, of any kind, in the District's attempts to enforce such provisions, the District shall be entitled to assess and the proposer shall be liable for the same to the District. In such event, the District may deduct such amount from any application or payment, or other amounts invoiced by the proposer.

23. If the Central Dauphin School District terminates the Proposal for convenience, the District shall pay only so much of the contact price as is then due the successful proposer for work performed or materials supplied in accordance with proposal documents in a manner satisfactory to the District and nothing more.
24. All applicable laws shall be deemed to be part of these specifications and the contract shall be read and enforced as though they were included.
25. The Central Dauphin School District is an equal opportunity employer and educator who fully and actively support equal access for all people regardless of race, color, religion, gender, sexual orientation, age, national origin, veteran status, disability or genetic information. Additionally, we prohibit retaliation against individuals who oppose such discrimination and harassment or who participate in an equal opportunity investigation.
26. Standard Contract Conditions -Commonwealth of Pennsylvania/Public School Code of 1949
- a) All contracts will be entered into under and subject to the provisions of the Public School Code of 1949 of the Commonwealth of Pennsylvania, approved March 10, 1949, P.L. 30 and its supplements and amendments, and the successful bidder agrees to satisfy the Board concerning all of the requirements of the laws of the Commonwealth of Pennsylvania governing bidders and contractors on contracts with school districts.
- b) Prohibited Interests: No official of the Central Dauphin School District who is authorized in such capacity and on behalf of the District to negotiate, make, or accept or approve, or take part in negotiating, making, accepting, or approving, the Agreement or any portion thereof, shall become directly or indirectly interested personally in the Agreement or in any part thereof and Bidder shall immediately notify Central Dauphin School District to the extent it becomes aware or has reason to believe that any such official has become so involved. No officer, employee, attorney, engineer, or inspector of or for the District who is authorized in such capacity and in behalf of the District to exercise any legislative, executive, supervisory or other similar functions in connection with the Agreement shall become directly or indirectly interested personally (except in such professional capacity) in the Agreement or in any part thereof. (18 P.S. §7503; 24 P.S. §§7-751 (e), 7-751.1; 62 Pa. C.S.A. §4501 et. seq.)
- c) Prohibited Discrimination: The provisions of the Pennsylvania Human Relations Act 222 of October 27, 1955 (P.L. 744) (43 P.S., §951, et seq.) of the Commonwealth of Pennsylvania and Human Relations Contract Compliance, 16 Pa. Code 349.101, all of which may be amended from time to time, prohibit certain practices or discrimination because of race, color, religious creed, ancestry, age, sex, national origin, handicap or disability, by employers, employment agencies, labor organizations, contractors and others. Supplier shall agree to comply with the provisions of this Pennsylvania Human Relations Act and the Human Relations Contract, which is made part of these General Conditions as if included herein at length. (24 P.S. §7-755).
- d) The Commonwealth of Pennsylvania “Prevailing Wage Act,” 43 P.S. §165-1 et seq., where the project cost is in excess of twenty-five thousand dollars (\$25,000). This regulation and the general Pennsylvania prevailing minimum wage rates. (Act 422 of 1961, P.L. 987, amended by Act 342 of 1963, P.L. 653) as determined by the Secretary of Labor and Industry, which shall be paid for each craft or classification of all workers needed to perform the Contract during the anticipated term thereafter in the locality in which public work is performed, are made part of the Contract Documents.
- e) The Commonwealth of Pennsylvania “Worker and Community Right to Know Act” requires employers to have available Safety Data Sheets (SDS’s) for all substances and mixtures that are found in the work

place. Therefore, the Central Dauphin School District, as a condition of doing business, requires SDS's to accompany all incoming products or supplies that are subject to the referred act (Act 159), including bid samples. Failure to properly label each individual product and the carton, container, or package in which the product is shipped shall result in the rejection of the shipment.

- f) In accordance with Act 3 of the 1978 General Assembly of the Commonwealth of Pennsylvania, if any steel products are to be used or supplied in the performance of the contract, only steel products produced in the United States as defined therein shall be used or supplied in the performance of the contract or any subcontracts thereunder. In accordance with Act 161 of 1982, cast iron products shall also be produced in the United States. Act 144 of 1984 further defines "steel products" to include machinery and equipment. The Act also provides clarification and penalties.
- g) Criminal History and Clearance: Pursuant to § 1-111 of the Public School Code of 1949 of the Commonwealth of Pennsylvania, Act 34 of March 10, 1949, P.L. 30, No. 14, as amended by H.B. 185, Session of 2006 (24 P.S. Section 1-111, et seq.) (the Clearance Act"), the Supplier shall submit for any prospective employees of public and private schools, intermediate units and area vocational-technical schools, including, but not limited to, teachers, substitutes, janitors, cafeteria workers, independent contractors and their employees, except those employees and independent contractors and their employees who have no direct contact with children, are required, prior to commencing work under the Contract, to furnish certain information, as set forth in the Public School Code.
 - a. The Contractor shall submit, on a prescribed form, a report of criminal history record information from the Pennsylvania State Police or a statement from the Pennsylvania State Police that the Pennsylvania State Police central repository contains no such information relating to any employee working on the District site prior to such employee performing work on the District site or prior to receiving written approval from the District that the appropriate procedures for employing applicants on a provisional basis have been satisfied. The Supplier shall submit the original statement from the Pennsylvania State Police for each prospective employee working on the District site. Supplier shall submit the original of the required document if awarded the Bid before commencing work under the Contract.
 - b. The Contractor and any of their employees who are on the District site shall submit, prior to employment, a copy of their Federal Criminal History record from the Federal Bureau of Investigation ("FBI") in the manner prescribed by the Pennsylvania Department of Education. The Federal Criminal History record shall not be more than one (1) year old at the time of employment.
 - c. Prior to commencing the work under the Contract, Supplier shall submit for any employee or independent contractor who would be working on the District site, pursuant to any work contemplated in the Contract, an official clearance statement obtained from the Pennsylvania Department of Public Welfare, pursuant to Act 151 of December 16, 1994 (P.L. 1292), Subchapter C.2. of the Child Protective Services Law, as amended from time to time. Supplier shall not allow any prospective employee or independent contractor on the job site prior to providing the District with the above-referenced clearance statement for prospective employees or independent contractors.
- h) Sexual Misconduct/Abuse Disclosure: Pursuant to Act 168 of 2014, the standardized Pennsylvania Department of Education form is to be used by school entities and independent contractors of school entities and applicants who would be employed by or in a school entity in a position involving direct contact with children to satisfy the Act's requirement of providing information related to abuse or sexual misconduct. As required by Act 168, in addition to fulfilling the requirements under section 111 of the

School Code and the Child Protective Services Law (“CPSL), an applicant who would be employed by or in a school entity in a position having direct contact with children, must provide the information requested in the Commonwealth of Pennsylvania, Sexual Misconduct/Abuse Disclosure Release Form (under Act 168 of 2014).

Relevant Definitions:

Direct Contact with Children is defined as: “the possibility of care, supervision, guidance or control of children or routine interaction with children.”

Sexual Misconduct is defined as: “any act, including, but not limited to, any verbal, nonverbal, written or electronic communication or physical activity, directed toward or with a child or a student regardless of the age of the child or student that is designated to establish a romantic or sexual relationship with the child or student. Such acts include, but are not limited to: (1) sexual or romantic invitation; (2) dating or soliciting dates; (3) engaging in sexualized or romantic dialogue; (4) making sexually suggestive comments; (5) self-disclosure or physical exposure of a sexual, romantic or erotic nature; or (6) any sexual, indecent, romantic or erotic contact with the child or student.”

Abuse is defined as “conduct that falls under the purview and reporting requirements of the CPSL, 23 Pa.C.S. Ch. 63, is directed toward or against a child or student, regardless of the age of the child or student.”

27. Standard Contract Conditions -United States of America/Federal Uniform Grant Guidance

- a) **Remedies:** All contracts in excess of the small purchase threshold fixed at 41 U.S.C. 403(11) (currently \$150,000) shall contain contractual provisions or conditions that allow for administrative, contractual, or legal remedies in instances in which a contractor violates or breaches the contract terms.
- b) **Termination:** All contracts in excess of \$10,000 shall contain suitable provisions for termination by Central Dauphin School District, including the manner by which termination shall be effective and the basis for settlement. In addition, such contracts shall describe the conditions under which the contract may be terminated for default as well as conditions where the contract may be terminated due to circumstances beyond the control of the contractor.
- c) **Equal Employment Opportunity:** All contracts shall contain a provision requiring compliance with E.O. 11246, "Equal Employment Opportunity," as amended by E.O. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and as supplemented by regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."
- d) **Davis-Bacon Act, as amended (40 U.S.C. 3141-3148):** If included in the federal agency's grant program legislation, all construction contracts of more than \$2,000 awarded by Central Dauphin School District and its subrecipients shall include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 276a to a-7) and as supplemented by Department of Labor regulations (29 CFR part 5, "Labor Standards Provisions Applicable to Contracts Governing Federally Financed and Assisted Construction"). Under this Act, contractors are required to pay wages to laborers and mechanics at a rate not less than the minimum wages specified in a wage determination made by the Secretary of Labor. In addition, contractors shall be required to pay wages not less than once a week. It is the policy

of Central Dauphin School District to place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation and the award of a contract shall be conditioned upon the acceptance of the wage determination. Central Dauphin School District shall also obtain reports from contractors on a weekly basis in order to monitor compliance with the Davis-Bacon Act. Central Dauphin School District shall report all suspected or reported violations to the Federal awarding agency.

- e) **Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333):** [Where applicable] All contracts awarded by Central Dauphin School District excess of \$100,000 for contracts that involve the employment of mechanics or laborers shall include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence
- f) **Rights to Inventions Made Under a Contract or Agreement:** Contracts or agreements for the performance of experimental, developmental, or research work shall provide for the rights of the Federal Government and Central Dauphin School District in any resulting invention in accordance with 37 CFR part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.
- g) **Clean Air Act (42 U.S.C. 7401-7671q and the Federal Water Pollution Control Act (33 U.S.C. 1251 -1387), as amended:** Contracts and subawards of amounts in excess of \$150,000 shall contain a provision that requires the recipient to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act, as amended (33 U.S.C. 1251 et seq.). Violations shall be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
- h) **Debarment and Suspension (E.O.s 12549 and 12689):** For all contracts, Central Dauphin School District shall obtain from the contractor a certification that neither the contractor nor any of its principal employees are listed on the Excluded Parties List System in SAM.
- i) **Byrd Anti-Lobbying Amendment (31 U.S.C. 1352):** For all contracts or Subgrants of \$100,000 or more, Central Dauphin School District shall obtain from the contractor or sub-grantee a certification that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Likewise, since each tier provides such certifications to the tier above it, Central Dauphin School District shall provide

such certifications in all situations in which it acts as a sub-recipient of a sub-grant of \$100,000 or more.

28. The terms and conditions herein constitute the sole and entire agreement among parties and any disputes shall be governed by the laws of the Commonwealth of Pennsylvania. In the event of litigation concerning this agreement, venue shall be in the Dauphin County Courthouse, Dauphin County, Harrisburg, Pennsylvania. In the event that any term of this contract is the subject of litigation, it is hereby agreed that the parties in that litigation shall pay their own attorney's fees and court costs incurred including court costs and attorney's fees incurred in appellate proceedings.

BID FORM

Central Dauphin School Board
Central Dauphin School District Administration Building
600 Rutherford Road
Harrisburg, Pennsylvania 17109

We, the undersigned, hereby propose and agree to furnish to the Central Dauphin School Board, of Dauphin County, Pennsylvania, whose offices are at 600 Rutherford Road, Harrisburg, Pennsylvania, any or all items that have been priced at the prices set opposite each item on the attached list.

This bid is subject to all the terms of the specifications, and bid instructions and general conditions herewith printed, and we hereby agree to furnish such items as may be awarded to us.

Signed (Name and Title)

Company Name

Address

Email

Telephone Number

Fax Number

Date

An authorized official of the Bidder's Company must sign this Bid Form. This sheet is to be returned with the list of quotations through email with the subject:

"Sealed Bid Paper, General & Art Supplies"

Bids should be mailed to Mrs. Tara Olvera, Purchasing Supervisor, Central Dauphin School District, 600 Rutherford Road, Harrisburg, PA 17109 and include the subject line **"SEALED BID PAPER, GENERAL & ART SUPPLIES."** Faxed and electronic submission of bids will not be considered.

CERTIFICATE REGARDING DEBARMENT AND SUSPENSION

Certification Regarding Debarment and Suspension

This certification is required by the regulations implementing Executive Order 12549 and 12689, “Debarment and Suspension” (Title 2 CFR Part 180). These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs or activities.

- (1) The prospective participant certifies, by submission of this proposal, that neither it nor its principals:
 - (a) Are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency;
 - (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.
- (2) Where the prospective participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Name of Vendor _____

Name of Authorized Representative _____

Title of Authorized Representative _____

Signature of Authorized Representative _____

Date Signed _____

CERTIFICATE REGARDING BYRD ANTI-LOBBYING
AMENDMENT

(To be submitted with each bid or offer exceeding \$100,000)

The prospective participant certifies, by submission of this proposal, that neither it nor its principals:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Contractor, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 *et seq.*, apply to this certification and disclosure, if any.

Name of Vendor _____

Name of Authorized Representative _____

Title of Authorized Representative _____

Signature of Authorized Representative _____

Date Signed _____



Paper, General and Art
Delivery Specifications

Delivery shall be made in accordance with the directions contained in line 7 of the Bid Instructions and General Conditions and shall be shipped complying with the following schedule. The District shall be contacted on firm delivery dates.

Immediately upon receipt of Purchase order

1,200 dozen of Bid Item # 004-0006	Composition Book, 3/8" Ruled 72 pgs
400 reams of Bid Item #004-0033	White 11 x 17
250 reams of Bid Item #004-0034	White 8 ½ x 14
8,400 reams of Bid Item # 004-0035	White 8 ½ x 11
400 reams of Bid Item # 004-0037	Blue 8 ½ x 11
400 reams of Bid Item # 004-0038	Canary 8 ½ x 11
400 reams of Bid Item # 004-0040	Ivory 8 ½ x 11
400 reams of Bid Item # 004-0041	Green 8 ½ x 11
400 reams of Bid Item # 004-0042	Pink 8 ½ x 11
1,500 boxes of Bid Item # 004-0247	Facial Tissue 2/ply 100/box

On or about **November 2, 2021**

600 dozen of Bid Item # 004-0006	Composition Book, 3/8" Ruled 72 pgs
400 reams of Bid Item #004-0033	White 11 x 17
250 reams of Bid Items #004-0034	White 8 ½ x 14
8,400 reams of Bid Item # 004-0035	White 8 ½ x 11
400 reams of Bid Item # 004-0037	Blue 8 ½ x 11
400 reams of Bid Item # 004-0038	Canary 8 ½ x 11
400 reams of Bid Item # 004-0039	Goldenrod 8 ½ x 11
400 reams of Bid Item # 004-0040	Ivory 8 ½ x 11
1,500 boxes of Bid Item # 004-0247	Facial Tissue 2/ply 100/box

On or about **January 11, 2022**

200 reams of Bid Item #004-0033	White 11 x 17
8,400 reams of Bid Item # 004-0035	White 8 ½ x 11
400 reams of Bid Item # 004-0037	Blue 8 ½ x 11
400 reams of Bid Item # 004-0038	Canary 8 ½ x 11
400 reams of Bid Item # 004-0040	Ivory 8 ½ x 11
400 reams of Bid Item # 004-0041	Green 8 ½ x 11
400 reams of Bid Item # 004-0042	Pink 8 ½ x 11
600 boxes of Bid Item # 004-0247	Facial Tissue 2/ply 100/box

On or about **March 15, 2022**

200 reams of Bid Item # 004-0033	White 11 x 17
16,800 reams of Bid Item # 004-0035	White 8 ½ x 11
400 reams of Bid Item # 004-0037	Blue 8 ½ x 11
400 reams of Bid Item # 004-0038	Canary 8 ½ x 11
400 reams of Bid Item # 004-0039	Goldenrod 8 ½ x 11
400 reams of Bid Item # 004-0040	Ivory 8 ½ x 11
400 reams of Bid Item # 004-0041	Green 8 ½ x 11

Price shall remain firm until **April 1, 2022** or until last shipment is received as per Bid Instructions and General Conditions.

Signed (Name and Title)

Company Name

Date

SUNGARD PENTAMATION
DATE: 03/16/2021
TIME: 09:24:23

CENTRAL DAUPHIN SD
VENDOR BID LIST REPORT

PAGE NUMBER: 1
BIDLIST7
SORT BY BID/COMMODIT

SELECTION CRITERIA: bid_hdr.yr='22' and bid_hdr.bid_no=2201

BID NUMBER: 2201 PAPER GENERAL AND ART BID DATE: 03/05/21
BID TYPE: RFB REQUEST FOR BID

COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0003	SCRATCH PADS, 16 # UNRULED 50 SHTS/PAD 4 X 6 WHITE *MODERN #143U				
	TOTAL QUANTITY REQUESTED: 20.00	DOZ			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0004	SPELLING TABLET, 16 # RULED 60 SHTS/PAD 4 X 10 1/2 WHITE *KURBRO #75				
	TOTAL QUANTITY REQUESTED: 130.00	DOZ			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0005	COMPOSITION BOOK, 3/8" RULED 60 PAGES, 8 1/2 X 7 WHITE STITCHED BINDING *MODERN #55				
	TOTAL QUANTITY REQUESTED: 1200.00	DOZ			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0006	COMPOSITION BOOK, 3/8" RULED 72 PGS, 10 1/2 X 8 WHITE STITCHED BINDING *MODERN #1056				
	TOTAL QUANTITY REQUESTED: 1800.00	DOZ			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0013	COMPOSITION PAPER, 20# RULED 3/8" 8 X 10 1/2 WHITE *MODERN #20				
	TOTAL QUANTITY REQUESTED: 300.00	REAM			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0014	COMPOSITION PAPER, RULED PENCIL GRADE 8 X 10 1/2 CANARY *MODERN #152				
	TOTAL QUANTITY REQUESTED: 10.00	REAM			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0017	NOTEBOOK PAPER, 3/8" RULED 16# 5 HOLES RED MARGIN 10 1/2 X 8 WHITE *MODERN #12-5				
	TOTAL QUANTITY REQUESTED: 700.00	REAM			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0019	NOTEBOOK PAPER, 3/8" RULED 5 HOLES 16# 8 X 10 1/2 WHITE *MODERN #11-5				
	TOTAL QUANTITY REQUESTED: 150.00	REAM			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0020	BINDER, 1" W/ 3 RINGS 8 1/2 X 11 4 1/4" CENTER - BLUE *AVERY DURABLE BINDER OR EQUAL *SAMPLE REQUIRED*				
	TOTAL QUANTITY REQUESTED: 550.00	DOZ			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0021	NOTEBOOK RINGS 1 1/2" - 100/BOX				
	TOTAL QUANTITY REQUESTED: 140.00	BOX			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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BID TYPE: RFB REQUEST FOR BID

COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0025	MY VERY OWN BOOK #362, 9 X 12 # 01801				
	TOTAL QUANTITY REQUESTED: 1200.00	EACH			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
004-0033	MULTIPURPOSE PAPER, 11" X 17" WHITE 20 LB. BOND/BRIGHTNESS MIN.(92)/OPACITY MIN.(86)/SMOOTHNESS(150) ACID-FREE MOISTURE PROOF REAM WRAP 500 SHTS/REAMS 5 REAMS/CASE SAMPLES REQUIRED(1 REAM)				
	TOTAL QUANTITY REQUESTED: 1200.00	REAM			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
004-0034	MULTIPURPOSE PAPER, 8 1/2" X 14" WHITE BRIGHTNESS(92) #4 PREMIUM 20 LB. SAMPLE REQUIRED (1 REAM)				
	TOTAL QUANTITY REQUESTED: 500.00	REAM			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
004-0035	MULTIPURPOSE PAPER, 8 1/2" X 11" WHITE 20 LB. BOND/BRGHTNESS MIN.(92)/OPACITY MIN.(86)/SMOOTHNESS(150) ACID-FREE MOISTURE PROOF REAM WRAP 500 SHTS/RM 10 RMS/CASE SAMPLES REQ(10 RMS)				
	TOTAL QUANTITY REQUESTED: 42000.00	REAM			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____

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BID NUMBER: 2201 PAPER GENERAL AND ART BID DATE: 03/05/21
BID TYPE: RFB REQUEST FOR BID

COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0037	MULTIPURPOSE PAPER, 8 1/2" X 11" BLUE #4 PREMIUM 20 LB. SAMPLE REQ (1 REAM)				
	TOTAL QUANTITY REQUESTED:	1600.00	REAM		
	MFR NAME:		MFR #:		COMMENT :
004-0038	MULTIPURPOSE PAPER, 8 1/2" X 11" CANARY #4 PREMIUM 20 LB. SAMPLE REQ (1 REAM)				
	TOTAL QUANTITY REQUESTED:	1600.00	REAM		
	MFR NAME:		MFR #:		COMMENT :
004-0039	MULTIPURPOSE PAPER, 8 1/2" X 11" GOLDENROD #4 PREMIUM 20 LB. SAMPLE REQ (1 REAM)				
	TOTAL QUANTITY REQUESTED:	800.00	REAM		
	MFR NAME:		MFR #:		COMMENT :
004-0040	MULTIPURPOSE PAPER, 8 1/2" X 11" IVORY #4 PREMIUM 20 LB. SAMPLE REQ (1 REAM)				
	TOTAL QUANTITY REQUESTED:	1600.00	REAM		
	MFR NAME:		MFR #:		COMMENT :
004-0041	MULTIPURPOSE PAPER, 8 1/2" X 11" GREEN #4 PREMIUM 20 LB. SAMPLE REQ (1 REAM)				
	TOTAL QUANTITY REQUESTED:	1200.00	REAM		
	MFR NAME:		MFR #:		COMMENT :

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BID NUMBER: 2201 PAPER GENERAL AND ART BID DATE: 03/05/21
BID TYPE: RFB REQUEST FOR BID

COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0042	MULTIPURPOSE PAPER, 8 1/2" X 11" PINK #4 PREMIUM 20 LB. SAMPLE REQ (1 REAM)				
	TOTAL QUANTITY REQUESTED: 800.00	REAM			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0047	LEGAL PAD PAPER, CANARY , 8 1/2 X 14" 50 SHTS/PAD				
	TOTAL QUANTITY REQUESTED: 264.00	PAD			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0055	STENO, 16# NOTEBOOK PEN PAPER 80 SHTS 6 X 9 STIFF COVER WHITE 12/PKG				
	TOTAL QUANTITY REQUESTED: 60.00	PKG			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0056	THEME COVERS, 3 HOLES FOR 8 1/2" X 11" SHEETS - GREEN *OXFORD 52503 OR OF EQUAL DURABILITY *SAMPLE REQ				
	TOTAL QUANTITY REQUESTED: 4200.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0057	THEME COVERS, 3 HOLES FOR 8 1/2" X 11" PAPER - BLUE *OXFORD 52501 OR OF EQUAL DURABILITY *SAMPLE REQ				
	TOTAL QUANTITY REQUESTED: 4000.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	*	UNIT COST	=	TOTAL
004-0058	THEME COVERS, 3 HOLES FOR 8 1/2" X 11" PAPER - RED *OXFORD 52511 OR OF EQUAL DURABILITY *SAMPLE REQ						
	TOTAL QUANTITY REQUESTED:	4000.00	EACH				
	MFR NAME:		MFR #:		COMMENT :		
004-0061	HOLE REINFORCEMENTS, WHITE 200/BOX, SELF STICK *AVERY OR EQUAL						
	TOTAL QUANTITY REQUESTED:	10.00	BOX				
	MFR NAME:		MFR #:		COMMENT :		
004-0062	QUADRILLE RULED PAPER, 20# RULED 1/2" BOTH SIDES 8 X 10 1/2 WHITE *MODERN #30C						
	TOTAL QUANTITY REQUESTED:	70.00	REAM				
	MFR NAME:		MFR #:		COMMENT :		
004-0064	QUADRILLE RULED PAPER, 20# RULED 1/4" BOTH SIDES 8 1/2 X 11 WHITE *MODERN #430B						
	TOTAL QUANTITY REQUESTED:	80.00	REAM				
	MFR NAME:		MFR #:		COMMENT :		
004-0065	QUADRILLE RULED PAPER, 20# RULED 1" 8 1/2 X 11 WHITE						
	TOTAL QUANTITY REQUESTED:	40.00	REAM				
	MFR NAME:		MFR #:		COMMENT :		

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0068	SNOW WHITE DRAWING PAPER, 60# 9 X 12 WHITE				
	TOTAL QUANTITY REQUESTED: 140.00	REAM			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0069	SNOW WHITE DRAWING PAPER, 60# 12 X 18 WHITE				
	TOTAL QUANTITY REQUESTED: 60.00	REAM			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0072	WATERCOLOR PAPER, 90# 18" X 24" WHITE 50 SHTS/PK				
	TOTAL QUANTITY REQUESTED: 70.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0075	CRAFT TISSUE, 50/PKG. 12" X 18" 10 ASSORTED COLORS *SPECTRA OR EQUAL				
	TOTAL QUANTITY REQUESTED: 12.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0076	CRAFT TISSUE, 100/PKG. 12" X 18" 25 ASSORTED COLORS *SPECTRA OR EQUAL				
	TOTAL QUANTITY REQUESTED: 48.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0081	FLUORESCENT PAPER, 9" X 12" 20/PKG				
	TOTAL QUANTITY REQUESTED:	150.00	PACK		
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0082	EASEL PAPER IN PADS, 50 SHTS/PD 18 X 24 WHITE				
	TOTAL QUANTITY REQUESTED:	20.00	PAD		
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0083	MANILA OAK TAG, 9" X 12" 150# BASIS 100/PKG				
	TOTAL QUANTITY REQUESTED:	130.00	PACK		
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0084	MANILA OAK TAG, 12" X 18" 150# BASIS 100/PKG				
	TOTAL QUANTITY REQUESTED:	140.00	PACK		
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0085	MANILA OAK TAG, 18" X 24" 150# BASIS 100/PKG				
	TOTAL QUANTITY REQUESTED:	70.00	PACK		
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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BID TYPE: RFB REQUEST FOR BID

COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0086	MANILA OAK TAG, 24 X 36" 130# BASIS				
	TOTAL QUANTITY REQUESTED:	70.00	SHT		
	MFR NAME:		MFR #:		COMMENT :
004-0087	FOLDING TAG BRISTOL, 12" X 18" - WHITE MEDIUM WT. 100/PKG				
	TOTAL QUANTITY REQUESTED:	10.00	PACK		
	MFR NAME:		MFR #:		COMMENT :
004-0088	FOLDING TAG BRISTOL, 12" X 18" - BLUE MEDIUM WT. 100/PKG				
	TOTAL QUANTITY REQUESTED:	20.00	PACK		
	MFR NAME:		MFR #:		COMMENT :
004-0089	FOLDING TAG BRISTOL, 12" X 18" - CANARY MEDIUM WT. 100/PKG				
	TOTAL QUANTITY REQUESTED:	10.00	PACK		
	MFR NAME:		MFR #:		COMMENT :
004-0090	FOLDING TAG BRISTOL, 12" X 18" - ORANGE MEDIUM WT. 100/PKG				
	TOTAL QUANTITY REQUESTED:	10.00	PACK		
	MFR NAME:		MFR #:		COMMENT :

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BID TYPE: RFB REQUEST FOR BID

COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0091	FOLDING TAG BRISTOL, 12" X 18" - LT. GREEN MEDIUM WT. 100/PKG				
	TOTAL QUANTITY REQUESTED: 10.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0092	FOLDING TAG BRISTOL, 12" X 18" - RED MEDIUM WT. 100/PKG				
	TOTAL QUANTITY REQUESTED: 10.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0094	FOLDING TAG BRISTOL, 18" X 24" - WHITE MEDIUM WT. 100/PKG				
	TOTAL QUANTITY REQUESTED: 40.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0097	FOLDING TAG BRISTOL, 18" X 24" - CANARY MEDIUM WT. 100/PKG				
	TOTAL QUANTITY REQUESTED: 10.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0098	FOLDING TAB BRISTOL, 18" X 24" - ORANGE MEDIUM WT. 100/PKG				
	TOTAL QUANTITY REQUESTED: 10.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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BID TYPE: RFB REQUEST FOR BID

COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0099	FOLDING TAG BRISTOL, 18" X 24" - LT. GREEN MEDIUM WT. 100/PKG				
	TOTAL QUANTITY REQUESTED: 10.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0100	FOLDING TAG BRISTOL, 18" X 24" - RED MEDIUM WT. 100/PKG				
	TOTAL QUANTITY REQUESTED: 10.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0101	FOLDING TAG BRISTOL, 18" X 24" - ASSORTED MEDIUM WT. 100/PKG				
	TOTAL QUANTITY REQUESTED: 20.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0115	BORDETTE, SCALLOPED - FLAME RED 2 1/4" X 50` *PACON 37034				
	TOTAL QUANTITY REQUESTED: 30.00	ROLL			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0116	BORDETTE, SCALLOPED - CANARY 2 1/4" X 50` *PACON 37084				
	TOTAL QUANTITY REQUESTED: 70.00	ROLL			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0118	BORDETTE, SCALLOPED - EMERALD 2 1/4" X 50` *PACON 34174				
	TOTAL QUANTITY REQUESTED: 10.00	ROLL			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0119	BORDETTE, SCALLOPED - AZURE 2 1/4" X 50` *PACON 37164				
	TOTAL QUANTITY REQUESTED: 50.00	ROLL			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0120	BORDETTE, SCALLOPED - BLACK 2 1/4" X 50` *PACON 37304				
	TOTAL QUANTITY REQUESTED: 70.00	ROLL			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0122	BORDETTE, SCALLOPED - WHITE 2 1/4" X 50` *PACON 37017				
	TOTAL QUANTITY REQUESTED: 100.00	ROLL			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0123	FADELESS PAPER - ASSORTED 12" X 18" *PACON 5750				
	TOTAL QUANTITY REQUESTED: 40.00	PACK			
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BID TYPE: RFB REQUEST FOR BID

COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0125	FADELESS PAPER, WHITE STORAGE BOX 24" X 60" *PACON 57017				
	TOTAL QUANTITY REQUESTED: 54.00	ROLL			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0127	FADELESS PAPER, FLAME RED STORAGE BOX 24" X 60" *PACON 57037				
	TOTAL QUANTITY REQUESTED: 6.00	ROLL			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0128	FADELESS PAPER, CANARY STORAGE BOX 24" X 60" *PACON 57087				
	TOTAL QUANTITY REQUESTED: 30.00	ROLL			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0130	FADELESS PAPER, ORANGE STORAGE BOX 24" X 60" *PACON 57107				
	TOTAL QUANTITY REQUESTED: 6.00	ROLL			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0133	FADELESS PAPER, EMERALD STORAGE BOX 4" X 60" *PACON 57147				
	TOTAL QUANTITY REQUESTED: 6.00	ROLL			
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BID TYPE: RFB REQUEST FOR BID

COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0134	FADELESS PAPER, AZURE STORAGE BOX 24" X 60" *PACON 57167				
	TOTAL QUANTITY REQUESTED:	30.00	ROLL		
	MFR NAME:		MFR #:		COMMENT :
004-0135	FADELESS PAPER, RICH BLUE STORAGE BOX 24" X 60" *PACON 57187				
	TOTAL QUANTITY REQUESTED:	12.00	ROLL		
	MFR NAME:		MFR #:		COMMENT :
004-0137	FADELESS PAPER, BLACK STORAGE BOX 24" X 60" *PACON 57307				
	TOTAL QUANTITY REQUESTED:	18.00	ROLL		
	MFR NAME:		MFR #:		COMMENT :
004-0138	FADELESS PAPER, VIOLET STORAGE BOX 24" X 60" *PACON 5733-7				
	TOTAL QUANTITY REQUESTED:	12.00	ROLL		
	MFR NAME:		MFR #:		COMMENT :
004-0139	FADELESS PAPER, MAGENTA STORAGE BOX 24" X 60" *PACON 57347				
	TOTAL QUANTITY REQUESTED:	12.00	ROLL		
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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0141	CONSTRUCTION PAPER, 9" X 12" ASSORTED HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED:	150.00	PACK		
	MFR NAME:		MFR #:		COMMENT :
004-0142	CONSTRUCTION PAPER, 9" X 12" LT GRAY HEAVY WEIGHT 100 SHTS/PACK				
	TOTAL QUANTITY REQUESTED:	20.00	PACK		
	MFR NAME:		MFR #:		COMMENT :
004-0144	CONSTRUCTION PAPER, 9" X 12" LT BROWN HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED:	30.00	PACK		
	MFR NAME:		MFR #:		COMMENT :
004-0145	CONSTRUCTION PAPER, 9" X 12" BROWN HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED:	40.00	PACK		
	MFR NAME:		MFR #:		COMMENT :
004-0146	CONSTRUCTION PAPER, 9" X 12" DK. BROWN HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED:	10.00	PACK		
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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0147	CONSTRUCTION PAPER, 9" X 12" HOLIDAY RED HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED:	120.00	PACK		
	MFR NAME:		MFR #:		COMMENT :
004-0148	CONSTRUCTION PAPER, 9" X 12" PINK HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED:	10.00	PACK		
	MFR NAME:		MFR #:		COMMENT :
004-0149	CONSTRUCTION PAPER, 9" X 12" MAGENTA HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED:	40.00	PACK		
	MFR NAME:		MFR #:		COMMENT :
004-0151	CONSTRUCTION PAPER, 9" X 12" NATURAL (SALMON/PEACH) HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED:	60.00	PACK		
	MFR NAME:		MFR #:		COMMENT :
004-0152	CONSTRUCTION PAPER, 9" X 12" BLUE HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED:	80.00	PACK		
	MFR NAME:		MFR #:		COMMENT :

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0153	CONSTRUCTION PAPER, 9" X 12" LT. BLUE HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED:	30.00	PACK		
	MFR NAME:		MFR #:		COMMENT :
004-0154	CONSTRUCTION PAPER, 9" X 12" DARK BLUE HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED:	10.00	PACK		
	MFR NAME:		MFR #:		COMMENT :
004-0155	CONSTRUCTION PAPER, 9" X 12" TURQUOISE HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED:	40.00	PACK		
	MFR NAME:		MFR #:		COMMENT :
004-0156	CONSTRUCTION PAPER, 9" X 12" SPRING/YELLOW GREEN HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED:	10.00	PACK		
	MFR NAME:		MFR #:		COMMENT :
004-0157	CONSTRUCTION PAPER, 9" X 12" GREEN HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED:	130.00	PACK		
	MFR NAME:		MFR #:		COMMENT :

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SELECTION CRITERIA: bid_hdr.yr='22' and bid_hdr.bid_no=2201

BID NUMBER: 2201 PAPER GENERAL AND ART BID DATE: 03/05/21
BID TYPE: RFB REQUEST FOR BID

COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0158	CONSTRUCTION PAPER, 9" X 12" YELLOW HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED: 120.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0159	CONSTRUCTION PAPER, 9" X 12" LT. YELLOW HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED: 30.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0162	CONSTRUCTION PAPER, 9" X 12" ORANGE HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED: 70.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0163	CONSTRUCTION PAPER, 9" X 12" VIOLET HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED: 40.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0164	CONSTRUCTION PAPER, 9" X 12" LILAC (LAVENDAR) HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED: 20.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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BID NUMBER: 2201 PAPER GENERAL AND ART BID DATE: 03/05/21
BID TYPE: RFB REQUEST FOR BID

COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0165	CONSTRUCTION PAPER, 9" X 12" WHITE HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED: 450.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0166	CONSTRUCTION PAPER, 9" X 12" BLACK HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED: 100.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0168	CONSTRUCTION PAPER, 12" X 18" 10 ASST. COLORS HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED: 80.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0171	CONSTRUCTION PAPER, 12" X 18" BROWN HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED: 20.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0173	CONSTRUCTION PAPER, 12" X 18" HOLIDAY RED HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED: 10.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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BID TYPE: RFB REQUEST FOR BID

COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0175	CONSTRUCTION PAPER, 12" X 18" MAGENTA HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED: 10.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0182	CONSTRUCTION PAPER, 12" X 18" GREEN HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED: 10.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0186	CONSTRUCTION PAPER, 12" X 18" YELLOW HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED: 10.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0189	CONSTRUCTION PAPER, 12" X 18" ORANGE HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED: 10.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0190	CONSTRUCTION PAPER, 12" X 18" LILAC (LAVENDER) HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED: 10.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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BID NUMBER: 2201 PAPER GENERAL AND ART BID DATE: 03/05/21
BID TYPE: RFB REQUEST FOR BID

COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0191	CONSTRUCTION PAPER, 12" X 18" WHITE HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED: 60.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0192	CONSTRUCTION PAPER, 12" X 18" BLACK HEAVY WEIGHT 100 SHT/PK				
	TOTAL QUANTITY REQUESTED: 60.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0221	SHO-CARD POSTER BOARD, BLACK 15 PLY 22" X 28"				
	TOTAL QUANTITY REQUESTED: 50.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0222	SHO-CARD POSTER BOARD, RED 15 PLY 22" X 28"				
	TOTAL QUANTITY REQUESTED: 50.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0223	SHO-CARD POSTER BOARD, YELLOW 15 PLY 22" X 28"				
	TOTAL QUANTITY REQUESTED: 100.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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BID TYPE: RFB REQUEST FOR BID

COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0224	SHO-CARD POSTER BOARD, GREEN 15 PLY 22" X 28"				
	TOTAL QUANTITY REQUESTED: 50.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0225	SHO-CARD POSTER BOARD, WHITE 15 PLY 22" X 28"				
	TOTAL QUANTITY REQUESTED: 200.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0238	METALLIC PAPER, 20" X 26" 7 ASST. COLORS 14 SHTS/PK *KURBRO #268				
	TOTAL QUANTITY REQUESTED: 12.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0243	PROJECT PAPER 36" X 100' - WHITE				
	TOTAL QUANTITY REQUESTED: 10.00	ROLL			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0245	KRAFT PROJECT ROLLS, NATURAL 24" WIDE X 1000' 50# BASIC				
	TOTAL QUANTITY REQUESTED: 5.00	ROLL			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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BID TYPE: RFB REQUEST FOR BID

COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0247	FACIAL TISSUES SOFT, ABSORBENT 2 PLY SHEETS, 100/BOX SCA OR EQUAL *SAMPLE REQ*				
	TOTAL QUANTITY REQUESTED:	3600.00	BOX		
	MFR NAME:		MFR #:		COMMENT :
004-0248	PAPER BAGS, 3# 500/PKG - BROWN				
	TOTAL QUANTITY REQUESTED:	5.00	PACK		
	MFR NAME:		MFR #:		COMMENT :
004-0249	PAPER BAGS, 8# 500/PKG - BROWN				
	TOTAL QUANTITY REQUESTED:	10.00	PACK		
	MFR NAME:		MFR #:		COMMENT :
004-0250	PAPER BAGS, 16# 500/PKG - BROWN				
	TOTAL QUANTITY REQUESTED:	10.00	PACK		
	MFR NAME:		MFR #:		COMMENT :
004-0252	PAPER PLATES, 6" - WHITE (PACKS OF 100)				
	TOTAL QUANTITY REQUESTED:	50.00	PACK		
	MFR NAME:		MFR #:		COMMENT :

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BID TYPE: RFB REQUEST FOR BID

COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
004-0253	PAPER PLATES, 9" - WHITE (PACK OF 100)				
	TOTAL QUANTITY REQUESTED: 50.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0256	MASTA DRAWING PAPER, 80# 9" X 12" - WHITE				
	TOTAL QUANTITY REQUESTED: 48.00	REAM			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
004-0257	MASTA DRAWING PAPER, 80# 12" X 18" - WHITE				
	TOTAL QUANTITY REQUESTED: 48.00	REAM			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0001	YARDSTICK, HARD MAPLE W/EYELETS				
	TOTAL QUANTITY REQUESTED: 72.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0007	SCHOOL RULER, HARD MAPLE SCALED 1/16" (METRIC SCALED) 12 X 7/8				
	TOTAL QUANTITY REQUESTED: 60.00	DOZ			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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BID TYPE: RFB REQUEST FOR BID

COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
005-0010	RULER 18" BEVEL & BRASS EDGE				
	TOTAL QUANTITY REQUESTED: 12.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0011	PLASTIC RULER,12" RULED 1/16" AND METRIC WESTCOTT SEE THRU OR EQUAL *SAMPLE REQUIRED				
	TOTAL QUANTITY REQUESTED: 120.00	DOZ			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0018	CHART TABLETS, 1" RULED 2 HOLE STIFF BACK 25 SHTS 24 X 32" *PACON OR ROSELLE				
	TOTAL QUANTITY REQUESTED: 492.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0019	CHART TABLETS, 1 1/2" GUIDELINE RULED EASEL STYLE 16 X 24" *PACON OR ROSELLE				
	TOTAL QUANTITY REQUESTED: 120.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0020	CHART TABLETS, 1" RULED EASEL STYLE 16 X 24 *PACON OR ROSELLE				
	TOTAL QUANTITY REQUESTED: 120.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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BID TYPE: RFB REQUEST FOR BID

COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
005-0023	FLASH CARDS, ADDITION 0-12 *TREND				
	TOTAL QUANTITY REQUESTED:	160.00	SET		
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0024	FLASH CARDS, SUBTRACTION 0-12 *TREND				
	TOTAL QUANTITY REQUESTED:	100.00	SET		
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0025	FLASH CARDS, MULTIPLICATION 0-12 *TREND				
	TOTAL QUANTITY REQUESTED:	120.00	SET		
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0026	FLASH CARDS, DIVISION 0-12 *TREND				
	TOTAL QUANTITY REQUESTED:	20.00	SET		
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0028	CARD INDEX GUIDES, LETTERED A-Z 3 X 5 BUFF				
	TOTAL QUANTITY REQUESTED:	20.00	SET		
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0034	INDEX CARDS, RULED 3 X 5 WHITE				
	TOTAL QUANTITY REQUESTED:	550.00	PKG		
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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BID TYPE: RFB REQUEST FOR BID

COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
005-0039	INDEX CARDS, RULED 3 X 5 CANARY				
	TOTAL QUANTITY REQUESTED: 270.00	PKG	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0040	INDEX CARDS, RULED 3 X 5 SALMON				
	TOTAL QUANTITY REQUESTED: 200.00	PKG	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0041	INDEX CARDS, RULED 4 X 6 WHITE				
	TOTAL QUANTITY REQUESTED: 200.00	PKG	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0042	INDEX CARDS, RULED 4 X 6 BLUE				
	TOTAL QUANTITY REQUESTED: 220.00	PKG	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0044	INDEX CARDS, RULED 4 X 6 GREEN				
	TOTAL QUANTITY REQUESTED: 220.00	PKG	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0045	INDEX CARDS, RULED 4 X 6 CHERRY				
	TOTAL QUANTITY REQUESTED: 120.00	PKG	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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BID TYPE: RFB REQUEST FOR BID

COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
005-0046	INDEX CARDS, RULED 4 X 6 CANARY				
	TOTAL QUANTITY REQUESTED: 150.00	PKG	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0047	INDEX CARDS, RULED 4 X 6 SALMON				
	TOTAL QUANTITY REQUESTED: 10.00	PKG	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0048	INDEX CARDS, RULED 5 X 8 WHITE				
	TOTAL QUANTITY REQUESTED: 150.00	PKG	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0049	INDEX CARDS, RULED 5 X 8 BLUE				
	TOTAL QUANTITY REQUESTED: 120.00	PKG	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0051	INDEX CARDS, RULED 5 X 8 GREEN				
	TOTAL QUANTITY REQUESTED: 110.00	PKG	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0052	INDEX CARDS, RULED 5 X 8 CHERRY				
	TOTAL QUANTITY REQUESTED: 50.00	PKG	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
005-0053	INDEX CARDS, RULED 5 X 8 CANARY				
	TOTAL QUANTITY REQUESTED: 80.00	PKG	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT :	_____	
005-0054	INDEX CARDS, RULED 5 X 8 SALMON				
	TOTAL QUANTITY REQUESTED: 10.00	PKG	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT :	_____	
005-0055	INDEX CARDS, UNRULED 3 X 5 - WHITE				
	TOTAL QUANTITY REQUESTED: 50.00	PKG	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT :	_____	
005-0056	INDEX CARDS, UNRULED 3 X 5 - BLUE				
	TOTAL QUANTITY REQUESTED: 50.00	PKG	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT :	_____	
005-0057	INDEX CARDS, UNRULED 3 X 5 - GREEN				
	TOTAL QUANTITY REQUESTED: 50.00	PKG	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT :	_____	
005-0058	INDEX CARDS, UNRULED 3 X 5 - CHERRY				
	TOTAL QUANTITY REQUESTED: 20.00	PKG	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT :	_____	

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
005-0059	INDEX CARDS, UNRULED 3 X 5 - CANARY				
	TOTAL QUANTITY REQUESTED: 40.00	PKG	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT :	_____	
005-0061	INDEX CARDS, UNRULED 4 X 6 - WHITE				
	TOTAL QUANTITY REQUESTED: 20.00	PKG	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT :	_____	
005-0062	INDEX CARDS, UNRULED 5 X 8 - WHITE				
	TOTAL QUANTITY REQUESTED: 20.00	PKG	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT :	_____	
005-0071	PLASTIC CARD TRAY W/COVER 3 X 5"				
	TOTAL QUANTITY REQUESTED: 15.00	EACH	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT :	_____	
005-0074	FILE INDEX GUIDES, 1/5 CUT CARDINAL 95PX2125				
	TOTAL QUANTITY REQUESTED: 20.00	SET	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT :	_____	
005-0075	MANILA FILE FOLDERS, 1/2 CUT 11 PT. 11 3/4 X 9 1/2"				
	TOTAL QUANTITY REQUESTED: 260.00	BOX	_____	_____	_____
	MFR NAME: _____	MFR #: _____	COMMENT :	_____	

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
005-0076	MANILA FILE FOLDERS, 1/3 CUT 11 PT. 11 3/4 X 9 1/2"				
	TOTAL QUANTITY REQUESTED: 400.00	BOX			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0083	FILE FOLDER LABELS, 1/3 CUT, WHITE, 248/PKG 31 SHEETS & 8/SHEET				
	TOTAL QUANTITY REQUESTED: 40.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0084	UTILITY KNIFE W/EXTRA BLADE HEAVY-DUTY METAL *STANLEY OR EQUAL				
	TOTAL QUANTITY REQUESTED: 12.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0092	SCISSORS - 5" BLUNT TIP RIGHT OR LEFT HANDED *FISKARS FOR KIDS #9416				
	TOTAL QUANTITY REQUESTED: 1260.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0093	SCISSORS - 5" POINTED TIP RIGHT OR LEFT HANDED *FISKARS FOR KIDS #9430				
	TOTAL QUANTITY REQUESTED: 792.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
005-0095	SCISSORS - 8", BENT *FISKARS #4250J				
	TOTAL QUANTITY REQUESTED:	240.00	EACH		
	MFR NAME:		MFR #:		COMMENT :
005-0097	SCISSORS - 7" BLUNT TIP LEFT OR RIGHT HANDED *FISKARS #9458				
	TOTAL QUANTITY REQUESTED:	72.00	EACH		
	MFR NAME:		MFR #:		COMMENT :
005-0098	SCISSORS - 7" SHARP POINT LEFT OR RIGHT HANDED *FISKARS #9970				
	TOTAL QUANTITY REQUESTED:	504.00	EACH		
	MFR NAME:		MFR #:		COMMENT :
005-0100	POINTER, RUBBER TIP HARDWOOD 36"				
	TOTAL QUANTITY REQUESTED:	12.00	EACH		
	MFR NAME:		MFR #:		COMMENT :
005-0103	DOUBLE LOCK-STITCHED FELT ERASER *PREMIUM 5" X 2" X 1 1/4" *SAMPLE REQUIRED				
	TOTAL QUANTITY REQUESTED:	15.00	DOZ		
	MFR NAME:		MFR #:		COMMENT :

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
005-0104	PENCIL ERASER 12/BOX #1-DOUBLE BEVELED *PAPERMATE PINK PEARL100 OR DIXON PINK CARNATION 892 *SAMPLE REQ				
	TOTAL QUANTITY REQUESTED:	240.00	BOX		
	MFR NAME:		MFR #:		COMMENT :
005-0105	BLOCK PENCIL ERASER, SOFT PINK SIZE: MEDIUM 60/BOX *DIXON GEM #30605 SAMPLE REQ.				
	TOTAL QUANTITY REQUESTED:	200.00	BOX		
	MFR NAME:		MFR #:		COMMENT :
005-0106	RUBY TIP ERASERS FOR PENCIL *PAPERMATE 144/BOX SAMPLE REQ				
	TOTAL QUANTITY REQUESTED:	120.00	BOX		
	MFR NAME:		MFR #:		COMMENT :
005-0111	SCHOOL PENCIL W/RUBBER ERASER *DIXON TICONDEROGA #1388-2				
	TOTAL QUANTITY REQUESTED:	600.00	GR		
	MFR NAME:		MFR #:		COMMENT :
005-0112	PENCIL, LADDIE TRI-WRITE WITH ERASER DIXON 13042 36/BOX				
	TOTAL QUANTITY REQUESTED:	48.00	BOX		
	MFR NAME:		MFR #:		COMMENT :

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
005-0115	PENCIL GRIPS, TRIANGULAR - REGULAR				
	TOTAL QUANTITY REQUESTED: 200.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0116	PENCIL GRIPS, TRIANGULAR - LARGE				
	TOTAL QUANTITY REQUESTED: 250.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0124	COLORED PENCIL W/ERASER - RED *DIXON TICONDEROGA #14259				
	TOTAL QUANTITY REQUESTED: 24.00	DOZ			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0125	COLORED PENCILS, 12 ASSORTED COLORS 12/BOX - NON-TOXIC *CRAYOLA #4012 OR PRANG #22120 OR SARGENT #22-7212 *SAMPLE REQUIRED				
	TOTAL QUANTITY REQUESTED: 7200.00	SET			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0126	COLORED PENCILS, 1/2 LENGTH SIZE 12 ASSORTED CO LOR *CRAYOLA #4112, PRANG, OR SARGENT 22-7214 *SAMPLE REQUIRED				
	TOTAL QUANTITY REQUESTED: 750.00	BOX			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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005-0127	PENCIL SHARPENER, 8 SIZES OF PENCIL *BOSTITCH #MPS1-BLK OR BOSTON KS XACTO				
	TOTAL QUANTITY REQUESTED: 130.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0130	BALL POINT PEN, MEDIUM POINT BLACK *PAPER MATE 333-11				
	TOTAL QUANTITY REQUESTED: 144.00	DOZ			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0131	BALL POINT PEN, MEDIUM POINT BLUE *PAPER MATE 331-11				
	TOTAL QUANTITY REQUESTED: 144.00	DOZ			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0132	BALL POINT PEN, MEDIUM POINT RED *PAPER MATE 332-11				
	TOTAL QUANTITY REQUESTED: 144.00	DOZ			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0133	BALL POINT PEN, MEDIUM POINT GREEN *PAPER MATE 334-11				
	TOTAL QUANTITY REQUESTED: 144.00	DOZ			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
005-0141	HYGACOLOR CHALKBOARD COLORED CHALK 12 ASST OF 8 COLORS STKS/BOX ASSORTED *DIXON #11120				
	TOTAL QUANTITY REQUESTED:	36.00	BOX		
	MFR NAME:		MFR #:		COMMENT :
005-0142	WOOD TONGUE DEPRESSOR, JUMBO CRAFT STICKS, POLISHED SURFACE 500/BOX SIZE: 6" X 3/4"				
	TOTAL QUANTITY REQUESTED:	60.00	BOX		
	MFR NAME:		MFR #:		COMMENT :
005-0143	WOOD APPLICATOR, STIRRER, SIZE: 6" X 1/12" 1000/BOX				
	TOTAL QUANTITY REQUESTED:	30.00	BOX		
	MFR NAME:		MFR #:		COMMENT :
005-0144	CLOTHES PINS, SPRING TYPE 50/PACK				
	TOTAL QUANTITY REQUESTED:	150.00	PACK		
	MFR NAME:		MFR #:		COMMENT :
005-0146	STIKKI WAX CLIPS, 20/BOX *E-Z UP				
	TOTAL QUANTITY REQUESTED:	684.00	BOX		
	MFR NAME:		MFR #:		COMMENT :

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005-0147	BUTTERFLY PAPER CLAMPS, 1 1/2" MEDIUM 50/BOX				
	TOTAL QUANTITY REQUESTED: 180.00	BOX			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0148	BUTTERFLY PAPER CLAMPS, 2 1/2" LARGE 12/BOX				
	TOTAL QUANTITY REQUESTED: 144.00	BOX			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0149	GEM PAPER CLIPS, LARGE 1 1/4" 100/BOX				
	TOTAL QUANTITY REQUESTED: 660.00	BOX			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0150	GEM PAPER CLIPS, GIANT 2" 100/BOX				
	TOTAL QUANTITY REQUESTED: 1008.00	BOX			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0151	BULLDOG LETTER CLIPS, 3" LONG *HUNT-BOSTON #2004				
	TOTAL QUANTITY REQUESTED: 120.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
005-0153	BRASS PAPER FASTENERS 1/2" SHANK 100/BOX #2				
	TOTAL QUANTITY REQUESTED:	120.00	BOX		
	MFR NAME:		MFR #:		COMMENT :
005-0154	BRASS PAPER FASTENERS 3/4" SHANK 100/BOX #3				
	TOTAL QUANTITY REQUESTED:	60.00	BOX		
	MFR NAME:		MFR #:		COMMENT :
005-0155	BRASS PAPER FASTENERS 1" SHANK 100/BOX #4				
	TOTAL QUANTITY REQUESTED:	60.00	BOX		
	MFR NAME:		MFR #:		COMMENT :
005-0162	BOOK TAPE, 1 1/2" X 15 YDS. CLEAR *3M #845 NO ALTERNATES				
	TOTAL QUANTITY REQUESTED:	240.00	ROLL		
	MFR NAME:		MFR #:		COMMENT :
005-0163	BOOK TAPE, 2" X 15 YDS. CLEAR *3M #845 NO ALTERNATES				
	TOTAL QUANTITY REQUESTED:	240.00	ROLL		
	MFR NAME:		MFR #:		COMMENT :

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
005-0164	BOOK TAPE, 3" X 15 YDS. CLEAR *3M #845 NO ALTERNATES				
	TOTAL QUANTITY REQUESTED: 282.00	ROLL			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
005-0165	BOOK TAPE, 4" X 15 YDS. CLEAR *3M #845 NO ALTERNATES				
	TOTAL QUANTITY REQUESTED: 380.00	ROLL			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
005-0172	DRYLINE WHITE CORRECTION FILM NONREFILLABLE *PAPERMATE #PAP-066-04				
	TOTAL QUANTITY REQUESTED: 630.00	EACH			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
005-0173	SCOTCH MENDING TAPE (MAGIC) TRANSPARENT TAPE 1/2 X 1296 *3M #810 OR HIGHLAND #6200				
	TOTAL QUANTITY REQUESTED: 360.00	ROLL			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
005-0174	SCOTCH MENDING TAPE (MAGIC) TRANSPARENT TAPE 3/4 X 1296 *3M #810 OR HIGHLAND #6200				
	TOTAL QUANTITY REQUESTED: 1008.00	ROLL			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
005-0175	SCOTCH MASKING TAPE 1/2 X 60 YDS. *3M #2600				
	TOTAL QUANTITY REQUESTED: 84.00	ROLL			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0176	SCOTCH MASKING TAPE 3/4 X 60 YDS. *3M #2600				
	TOTAL QUANTITY REQUESTED: 150.00	ROLL			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0177	SCOTCH MASKING TAPE 1 X 60 YDS. *3M #2600-1				
	TOTAL QUANTITY REQUESTED: 320.00	ROLL			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0178	SCOTCH MASKING TAPE 2 X 60 YDS. *3M #2600-2				
	TOTAL QUANTITY REQUESTED: 830.00	ROLL			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0180	HAND TAPE DISPENSER FOR 1/2" & 3/4" ROLLS *3M #H127				
	TOTAL QUANTITY REQUESTED: 240.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
005-0181	DELUXE DESK TAPE DISPENSER *3M #C-40 BLACK				
	TOTAL QUANTITY REQUESTED: 120.00	EACH			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
005-0182	EXPANDING FIBERSTOCK ENVELOPES 10 X 15" 2" EXPANSION W/FLAP				
	TOTAL QUANTITY REQUESTED: 12.00	EACH			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
005-0184	BROWN KRAFT ENVELOPE 6" X 9", OPEN END, CATALOG GUM 28# 100/BOX				
	TOTAL QUANTITY REQUESTED: 50.00	BOX			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
005-0186	BROWN KRAFT OPEN END ENVELOPE, 9 X 12" CATALOG GUM 28# 100/BOX				
	TOTAL QUANTITY REQUESTED: 200.00	BOX			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
005-0187	BROWN KRAFT OPEN END ENVELOPE, 10 X 13" CATALOG GUM 28# 100/BOX				
	TOTAL QUANTITY REQUESTED: 150.00	BOX			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____

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005-0191	ENVELOPE, 3 5/8 X 6 1/2", WHITE 100/C GUM FLAP, COMMERCIAL 24#				
	TOTAL QUANTITY REQUESTED: 25.00	C			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0193	DOUBLE POCKET PORTFOLIOS 8 1/2 X 11" ASSORTED COLORS 100/C *OXFORD OR SMEAD *SAMPLE REQUIRED				
	TOTAL QUANTITY REQUESTED: 850.00	C			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0198	STAPLER, SWINGLINE #747 OR BOSTITCH B5000 BLACK				
	TOTAL QUANTITY REQUESTED: 200.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0199	STAPLER, SWINGLINE #711 OR HUNT 73602				
	TOTAL QUANTITY REQUESTED: 60.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0201	STAPLES, SWINGLINE HEAVY DUTY 1/2" , 1000/BOX, #35312				
	TOTAL QUANTITY REQUESTED: 5.00	BOX			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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005-0202	STAPLES, 5000/BOX *BOSTICH #SBS19 OR SWINGLINE *SAMPLE REQ.				
	TOTAL QUANTITY REQUESTED: 320.00	BOX			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0205	STAPLE REMOVER, JAW-STYLE				
	TOTAL QUANTITY REQUESTED: 90.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0206	LOOSE & TICKET, ONE HOLE PUNCH 1/4" DIA. HOLE				
	TOTAL QUANTITY REQUESTED: 132.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0207	THREE HOLE PUNCH W/LEVER HANDLE HEAVY DUTY ADJUSTABLE PAPER GUIDE 40 SHT CAPACITY *SWINGLINE MODEL 74400				
	TOTAL QUANTITY REQUESTED: 24.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0208	THREE HOLE PUNCH - ECONOMY, ADJUSTABLE *ACCO				
	TOTAL QUANTITY REQUESTED: 40.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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005-0209	MOORE PUSH PINS, 1/2" HEAD 3/8" POINT 25/PKG.				
	TOTAL QUANTITY REQUESTED: 170.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0213	SOLID CONVEX HEAD THUMB TACKS, 7/16" - 100/BOX				
	TOTAL QUANTITY REQUESTED: 60.00	BOX			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0215	RUBBER BANDS, 1/4 LB./PKG, SIZE 32 1/8" X 1/32" X 3" LONG				
	TOTAL QUANTITY REQUESTED: 90.00	PKG			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0217	ASSORTED RUBBER BANDS #54 1/4 LB./PKG				
	TOTAL QUANTITY REQUESTED: 200.00	PKG			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0235	CLIP BOARD, LETTER 9" X 12 1/2"				
	TOTAL QUANTITY REQUESTED: 800.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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005-0236	CLIP BOARD, LEGAL SIZE 9" X 15 1/2"				
	TOTAL QUANTITY REQUESTED:	120.00	EACH		
	MFR NAME:		MFR #:		COMMENT :
005-0248	COTTON TWINE, 16 PLY 1/2# BALLS WHITE				
	TOTAL QUANTITY REQUESTED:	42.00	EACH		
	MFR NAME:		MFR #:		COMMENT :
005-0249	LIGHTWEIGHT CORD, 250` WHITE				
	TOTAL QUANTITY REQUESTED:	12.00	EACH		
	MFR NAME:		MFR #:		COMMENT :
005-0252	KEY TAGS W/METAL RIM, 50/BOX WHITE				
	TOTAL QUANTITY REQUESTED:	10.00	BOX		
	MFR NAME:		MFR #:		COMMENT :
005-0257	UNITED STATES FLAG 3 X 5 "ALL WEATHER" POLYESTER OR NYLON FLAG				
	TOTAL QUANTITY REQUESTED:	6.00	EACH		
	MFR NAME:		MFR #:		COMMENT :

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005-0258	UNITED STATES FLAG, 4 X 6 "ALL WEATHER" POLYESTER OR NYLON				
	TOTAL QUANTITY REQUESTED: 6.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0262	TRANSPARENCY, WRITE ON 100/BOX				
	TOTAL QUANTITY REQUESTED: 20.00	BOX			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0264	DISC MAGNETS, 8/PACK DOWLING #735012				
	TOTAL QUANTITY REQUESTED: 540.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0266	SENTENCE STRIP, 100/PK MANILA				
	TOTAL QUANTITY REQUESTED: 70.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0267	MARKER, CHISEL POINT RED *REDIMARK 95001 OR AVERY 07887				
	TOTAL QUANTITY REQUESTED: 288.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0268	MARKER, CHISEL POINT BLACK *REDIMARK 95007 OR AVERY 07888				
	TOTAL QUANTITY REQUESTED: 600.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
005-0269	MARKER, CHISEL POINT BLUE *REDIMARK 95008 OR AVERY 07886				
	TOTAL QUANTITY REQUESTED: 120.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0270	MARKER, CHISEL POINT GREEN *REDIMARK 95004 OR AVERY 07885				
	TOTAL QUANTITY REQUESTED: 360.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0275	MARKER, FINE POINT RED *TICONDEROGA REDISHARP 98201				
	TOTAL QUANTITY REQUESTED: 120.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0276	MARKER, FINE POINT BLACK *TICONDEROGA REDISHARP 98207				
	TOTAL QUANTITY REQUESTED: 1728.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0283	PORUS POINT PEN - RED *PAPER MATE FLAIR #84201				
	TOTAL QUANTITY REQUESTED: 2400.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
005-0284	PORUS POINT PEN - BLACK *PAPER MATE FLAIR #84301				
	TOTAL QUANTITY REQUESTED: 4200.00	EACH			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
005-0285	PORUS POINT PEN - BLUE *PAPER MATE FLAIR #84101				
	TOTAL QUANTITY REQUESTED: 1728.00	EACH			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
005-0286	PORUS POINT PEN - GREEN *PAPER MATE FLAIR #84401				
	TOTAL QUANTITY REQUESTED: 1380.00	EACH			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
005-0287	OVERHEAD PROJECTOR MARKER SET (RED, BLUE, BLACK, GREEN) *DIXON VIS-AID 88240				
	TOTAL QUANTITY REQUESTED: 60.00	SET			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
005-0292	ST.PATRICK`S DAY STICKERS 120/PK *TCR4151				
	TOTAL QUANTITY REQUESTED: 100.00	EACH			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
005-0293	PATRIOTIC (USA SPIRIT AWARD) STICKERS 120/PK *TCR1813				
	TOTAL QUANTITY REQUESTED:	100.00	EACH		
	MFR NAME:		MFR #:		COMMENT :
005-0295	WINTER SCENE STICKERS 120/PK *TCR5757				
	TOTAL QUANTITY REQUESTED:	100.00	EACH		
	MFR NAME:		MFR #:		COMMENT :
005-0297	HALLOWEEN STICKERS 120/PK *TCR1254 OR TCR5729				
	TOTAL QUANTITY REQUESTED:	100.00	EACH		
	MFR NAME:		MFR #:		COMMENT :
005-0301	VALENTINE DAY STICKERS 120/PK *TCR1258				
	TOTAL QUANTITY REQUESTED:	150.00	EACH		
	MFR NAME:		MFR #:		COMMENT :
005-0303	SPRING STICKERS (PEANUTS SPRING THEME) 120/PK EUREKA 655057				
	TOTAL QUANTITY REQUESTED:	150.00	EACH		
	MFR NAME:		MFR #:		COMMENT :

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
005-0307	WASTEBASKET, STEEL BLACK OR BEIGE 15 3/4"D X 18"H *WB #44				
	TOTAL QUANTITY REQUESTED: 9.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0313	WHITE BOARD DRY ERASE CLEANER 8 OZ. BOTTLE NON-TOXIC *EXPO "GREEN" LOW-ODOR				
	TOTAL QUANTITY REQUESTED: 480.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0314	WHITE BOARD DRY ERASE ERASER - WASHABLE *EXPO 81505 OR QUARTET 920335				
	TOTAL QUANTITY REQUESTED: 1824.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0315	WHITE BOARD MARKER, BLACK - BULLET TIP *LOW-ODOR *EXPO #82001				
	TOTAL QUANTITY REQUESTED: 3180.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0316	WHITE BOARD MARKERS, RED - BULLET TIP *LOW-ODOR *EXPO #82002				
	TOTAL QUANTITY REQUESTED: 2040.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
005-0317	WHITE BOARD MARKER, BLUE - BULLET TIP *LOW-ODOR *EXPO #82003				
	TOTAL QUANTITY REQUESTED: 4080.00	EACH			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
005-0318	WHITE BOARD MARKER, GREEN - BULLET TIP *LOW-ODOR *EXPO #82004				
	TOTAL QUANTITY REQUESTED: 2400.00	EACH			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
005-0319	WHITE BOARD MARKER SET - FINE POINT (BLACK, RED, BLUE, GREEN) EXPO #86074 OR BIC GDEP41				
	TOTAL QUANTITY REQUESTED: 144.00	EACH			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
005-0328	WHITE BOARD MARKER, BLACK - CHISEL TIP (LOW-ODOR) EXPO #80001 OR BIC				
	TOTAL QUANTITY REQUESTED: 3756.00	EACH			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
005-0329	WHITE BOARD MARKER, RED - CHISEL TIP (LOW-ODOR) EXPO 2 80002 OR BIC				
	TOTAL QUANTITY REQUESTED: 900.00	EACH			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
005-0330	WHITE BOARD MARKER, BLUE - CHISEL TIP (LOW-ODOR) EXPO #80003 OR BIC				
	TOTAL QUANTITY REQUESTED: 1824.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
005-0331	WHITE BOARD MARKER, GREEN - CHISEL TIP (LOW-ODOR) EXPO #80004 OR BIC				
	TOTAL QUANTITY REQUESTED: 1080.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
006-0001	SCRATCH ART, 8 1/2" X 11" 6 COLOR PATTERN 12 SHT/PK *SCRATCH ART BRAND OR EQUAL				
	TOTAL QUANTITY REQUESTED: 60.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
006-0002	SCRATCH ART STYLUS STICKS 100/PK				
	TOTAL QUANTITY REQUESTED: 6.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
006-0006	OIL CRAYONS, 12 COLORS/BOX-WRAPPED 2 1/12 X 1/2 ASSORTED *PRANG SKETCHO OR SARGENT #22-2015				
	TOTAL QUANTITY REQUESTED: 192.00	BOX			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
006-0007	WRAPPED KINDERGARTEN WAX CRAYONS TUCK LID BOX 16 COLORS/BOX *PRANG #25116 OR CRAYOLA 336				
	TOTAL QUANTITY REQUESTED: 2964.00	BOX			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
006-0008	WRAPPED KINDERGARTEN CRAYONS, 8 ASST COLORS/BOX NO-ROLL *PRANG KENTROLL, CRAYOLA #80-B, OR SARGENT 35-0591				
	TOTAL QUANTITY REQUESTED: 240.00	BOX			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
006-0009	WRAPPED CRAYONS - STANDARD 8 ASST/BOX *PRANG, CRAYOLA 8 , OR SARGENT 22-0531				
	TOTAL QUANTITY REQUESTED: 5460.00	BOX			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
006-0021	LIQUID TEMPERA, 32 OZ. BLACK SQUEEZE BOTTLE *CRAYOLA PREMIER, PRANG READY-TO-USE, OR SARGENT 22-5585				
	TOTAL QUANTITY REQUESTED: 48.00	EACH			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____
006-0022	LIQUID TEMPERA, 32 OZ. RED SQUEEZE BOTTLE *CRAYOLA PREMIER, PRANG READY-TO-USE, OR SARGENT 22-5520				
	TOTAL QUANTITY REQUESTED: 48.00	EACH			
	MFR NAME: _____	MFR #:	_____	COMMENT :	_____

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
006-0023	LIQUID TEMPERA, 32 OZ. BLUE SQUEEZE BOTTLE *CRAYOLA PREMIER, PRANG READY-TO-USE, OR SARGENT 22-5550				
	TOTAL QUANTITY REQUESTED:	30.00	EACH		
	MFR NAME:		MFR #:		COMMENT :
006-0024	LIQUID TEMPERA, 32 OZ. GREEN SQUEEZE BOTTLE *CRAYOLA PREMIER, PRANG READY-TO-USE, OR SARGENT 22-5566				
	TOTAL QUANTITY REQUESTED:	42.00	EACH		
	MFR NAME:		MFR #:		COMMENT :
006-0025	LIQUID TEMPERA, 32 OZ. WHITE SQUEEZE BOTTLE *CRAYOLA PREMIER, PRANG READY-TO-USE, OR SARGENT 22-5596				
	TOTAL QUANTITY REQUESTED:	54.00	EACH		
	MFR NAME:		MFR #:		COMMENT :
006-0026	LIQUID TEMPRA, 32 OZ. YELLOW SQUEEZE BOTTLE *CRAYOLA PREMIER OR PRANG READY-TO-USE OR SARGENT 22-5502				
	TOTAL QUANTITY REQUESTED:	30.00	EACH		
	MFR NAME:		MFR #:		COMMENT :
006-0027	LIQUID TEMPRA, 32 OZ. ORANGE SQUEEZE BOTTLE *CRAYOLA PREMIER OR PRANG READY-TO-USE OR SARGENT 22-5514				
	TOTAL QUANTITY REQUESTED:	36.00	EACH		
	MFR NAME:		MFR #:		COMMENT :

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
006-0028	LIQUID TEMPERA, 32 OZ. BROWN SQUEEZE BOTTLE *CRAYOLA PREMIER OR PRANG READY-TO-USE OR SARGENT 22-5588				
	TOTAL QUANTITY REQUESTED:	6.00	EACH		
	MFR NAME:		MFR #:		COMMENT :
006-0029	LIQUID TEMPERA, 32 OZ. TURQUOISE BLUE SQUEEZE BOTTLE *CRAYOLA PREMIER OR PRANG READY-TO-USE OR SARGENT 22-5561				
	TOTAL QUANTITY REQUESTED:	36.00	EACH		
	MFR NAME:		MFR #:		COMMENT :
006-0030	LIQUID TEMPERA, 32 OZ. MAGENTA SQUEEZE BOTTLE *CRAYOLA PREMIER OR PRANG READY-TO-USE OR SARGENT 22-5538				
	TOTAL QUANTITY REQUESTED:	6.00	EACH		
	MFR NAME:		MFR #:		COMMENT :
006-0031	LIQUID TEMPRA, 32 OZ. VIOLET SQUEEZE BOTTLE *CRAYOLA PREMIER OR PRANG READY-TO-USE OR SARGENT 22-5542				
	TOTAL QUANTITY REQUESTED:	12.00	EACH		
	MFR NAME:		MFR #:		COMMENT :
006-0034	SEMI-MOIST WATERCOLOR SET, 8 OVAL PANS *PRANG #08000 OR CRAYOLA 08 OR SARGENT ART 22-8425				
	TOTAL QUANTITY REQUESTED:	48.00	EACH		
	MFR NAME:		MFR #:		COMMENT :

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
006-0035	SEMI-MOIST WATERCOLOR SETS, 16 OVAL PANS *PRANG 00085 OR CRAYOLA 016 OR SARGENT ART 22-8426				
	TOTAL QUANTITY REQUESTED:	180.00	SET		
	MFR NAME:		MFR #:		COMMENT :
006-0042	MODELING CLAY, RED (4) 1/4# PCS/BOX *CLAYOLA , PRANG 00742, OR SARGENT 22-4020				
	TOTAL QUANTITY REQUESTED:	24.00	BOX		
	MFR NAME:		MFR #:		COMMENT :
006-0043	MODELING CLAY, YELLOW (4) 1/4# PCS/BOX *CLAYOLA, PRANG 00748, OR SARGENT 22-4002				
	TOTAL QUANTITY REQUESTED:	60.00	BOX		
	MFR NAME:		MFR #:		COMMENT :
006-0044	MODELING CLAY, BLUE (4) 1/4# PCS/BOX *CLAYOLA , PRANG 00747, OR SARGENT 22-4050				
	TOTAL QUANTITY REQUESTED:	12.00	BOX		
	MFR NAME:		MFR #:		COMMENT :
006-0052	AMACO WHITE ART CLAY MOIST 50 LBS. **25M				
	TOTAL QUANTITY REQUESTED:	36.00	CTN		
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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
006-0070	CAMEL HAIR BRUSH, SIZE 12 ROUND SHORT HANDLE, 9/32" DIA., ECONOMY *BLICK #C05153-1012 **SAMPLE REQUIRED!!**				
	TOTAL QUANTITY REQUESTED: 48.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
006-0071	ACRYLIC EASEL BRUSH 1/4" WIDE FLAT LONG HANDLE, ECONOMY BLACK BRISTLE *BLICK #C05172-4014 **SAMPLE REQUIRED!!**				
	TOTAL QUANTITY REQUESTED: 120.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
006-0079	THIN LINE MARKERS, 8 ASST. COLORS NON-TOXIC & WATER COLOR *CRAYOLA 58-7709				
	TOTAL QUANTITY REQUESTED: 3000.00	SET			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
006-0080	BOARD LINE MARKER SET, WATER COLOR & NON-TOXIC *CRAYOLA #7708 OR PRANG #80128				
	TOTAL QUANTITY REQUESTED: 720.00	SET			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
006-0106	PIPE CLEANERS, 100/PK 1/4" X 12" ASSORTED				
	TOTAL QUANTITY REQUESTED: 100.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		

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COMMODITY #	COMMODITY DESCRIPTION	MEASURE	UNITS	* UNIT COST	= TOTAL
006-0107	FELT SHEETS, 9 X 12 12 COLORS ASSORTED *MUST BE CUT				
	TOTAL QUANTITY REQUESTED: 50.00	PACK			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
006-0121	GLUE ALL, 4 OZ. PLASTIC SQZ BOTTLE ELMER`S #372				
	TOTAL QUANTITY REQUESTED: 3480.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
006-0124	DUPONT DUCO CEMENT, 1 OZ. 6245				
	TOTAL QUANTITY REQUESTED: 36.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
006-0134	HEAVY RUG YARN, RED 3 PLY *TRAIT-TEX 100% POLYESTER 60 YDS.				
	TOTAL QUANTITY REQUESTED: 12.00	SKN			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
006-0143	HEAVY RUG YARN, YELLOW 3 PLY *TRAIT-TEX 100% POLYESTER 60 YDS.				
	TOTAL QUANTITY REQUESTED: 12.00	SKN			
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006-0145	HEAVY RUG YARN, TRAD. BLUE *TRAIT-TEX 100% POLYESTER 60 YDS. 3 PLY				
	TOTAL QUANTITY REQUESTED: 36.00	SKN			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
006-0168	GLITTER, BLUE 3/4 OZ. PLASTIC SHAKER CONTAINER				
	TOTAL QUANTITY REQUESTED: 12.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
006-0174	GLITTER, MULTI-COLOR - 3/4 OZ. *GLITTEREX OR EQUAL				
	TOTAL QUANTITY REQUESTED: 12.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
006-0175	PLASTIC BEADS, ASSORTED SHAPES, 1 LB BAG				
	TOTAL QUANTITY REQUESTED: 12.00	BOX			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
006-0183	GLUE STICK, .77 OZ., DRIES CLEAR NON-TOXIC, ODORLESS AND WASHABLE ELMER'S ALL PURPOSE *SAMPLE REQUIRED				
	TOTAL QUANTITY REQUESTED: 10200.00	EACH			
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009-0008	POST-IT NOTE PAD, 3" X 3" 12/PACK YELLOW *3M OR EQUAL				
	TOTAL QUANTITY REQUESTED: 120.00	PAD			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
009-0011	SCOTCH BRAND SEALING TAPE, TRANSPARENT 2" X 60 YDS 24/BOX *3M #3750 OR EQUAL				
	TOTAL QUANTITY REQUESTED: 48.00	ROLL			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
009-0013	HIGHLIGHTER, FLUORESCENT YELLOW *SANFORD OR EQUAL				
	TOTAL QUANTITY REQUESTED: 36.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		
009-0014	HIGHLIGHTER, FLUORESCENT ORANGE *SANFORD OR EQUAL				
	TOTAL QUANTITY REQUESTED: 24.00	EACH			
	MFR NAME: _____	MFR #: _____	COMMENT : _____		