



Cumberland County Schools

INVITATION FOR BIDS

DUE DATE FOR BID: 11:00 am (ET) May 21, 2018

Refer all inquiries to: Melanie Dixon Telephone No: 910-678-7083 E-Mail: melanied@ccs.k12.nc.us	Item: Instructional Supplies Bid Number: 173-19001 Source of Funds: Budgeted Money
Name of School and Address: Cumberland County Schools Operations Center 810 Gillespie St. Fayetteville, NC 28306	

Notice to Bidders

Sealed bids, subject to the conditions made a part hereof, will be received on the day of opening and then opened, for furnishing and delivering the commodity as described herein. Refer to page 2 for proper mailing instructions.

Bids are subject to rejection unless submitted on this form.

Execution:

In compliance with this Invitation for Bids, and subject to all the conditions herein, the undersigned offers and agrees to furnish and deliver any or all items upon which prices are bid, at the prices set opposite each item within the time specified herein. By executing this bid, I certify that this bid is submitted competitively and without collusion (GS. 143-54).

Failure to execute/sign bid prior to submittal shall render bid invalid. Late bids are not acceptable.

BIDDER:	Federal ID or Social Security No:		
Street Address:	P. O. Box:	Zip:	
City & State & Zip:	Phone:		Toll Free No:
Type or Print Name & Title of Person Signing:			Fax No:
Authorized Signature:	Date:	E-Mail:	

Offer valid for 45 days from date of bid opening unless otherwise stated here: _____ days (See Instructions to Bidders, Item 5). Prompt Payment Discount: _____% _____ days (See Instructions to Bidders, Item 6).

Are you a NC Recognized Historically Underutilized Business (HUB?) YES NO

If unsure, don't answer. More information: <https://ncadmin.nc.gov/businesses/hub>

Mailing Instructions: Send only two (2) fully executed bid documents, unless otherwise instructed, to the address listed below. Please note that if you send it via courier, allow 1 - 2 extra days for delivery. Some couriers do not deliver to this location. It is the responsibility of the bidder to have the bid in this office by the specified time and date of opening.

If Delivered By US Postal Service	If Hand Delivered	If Delivered by Courier
Bid #173-19001 Cumberland County Schools Attn: Mike Anderson, Purchasing 2491 Gillespie St Fayetteville NC 28306	Bid #173-19001 Cumberland County Schools Finance Bldg., Purchasing Dept. 2491 Gillespie St Fayetteville NC 28306	Some couriers do not deliver to this location. Packages are dropped at our warehouse and forwarded to us. Allow 1 to 2 extra days for delivery.

Purchase the Following Items:
Instructional supplies.

See attached sheet (Item Detail) for specifications and estimated quantities for fiscal year **July 1, 2018 – June 30, 2019**. An electronic copy of the Item Detail in Excel format is available by e-mailing a request to purchasing@ccs.k12.nc.us and referencing the bid number above. The Excel file will be returned by e-mail only. This is for the bidder’s convenience only. Electronic submission of your bid will not be accepted and must be submitted on hardcopy with your sealed bid.

Bids are requested on the items specified or like items deemed to be functionally equivalent (by CCS evaluation) and suitable for intended use as described in this document. CCS reserves the right to reject any and all bids on the basis of function, compatibility with user requirements of utility as well as costs. Bidders are cautioned that any/all information furnished or not furnished on this bid may be used as or in determining the contract.

Listed in the Item Detail are the totals that were purchased by CCS last fiscal year. These figures are not a guarantee of purchases during the period of July 1, 2018 to June 30, 2019. The figures could be more or less. Please take that into consideration when you are submitting a bid.

Due to budgetary limitations, CCS reserves the right to reduce or increase quantities. Therefore, bidders must include freight in the “each” pricing for each line item, as well as identify minimum order quantities if applicable for any line item. However, preference will be given to items offered without a minimum order quantity.

ANY DEVIATIONS FROM BID PRICE EITHER INCREASE OR DECREASE MUST BE SUBMITTED IN WRITING 30 DAYS PRIOR TO THE PRICE CHANGE. Cumberland County Schools reserves the right to go with the next lowest bidder if the increase is more than the next lowest bid.

Award Criteria: As provided by statute, award will be based on the lowest and best bid(s) (most advantageous to CCS) as determined by consideration of:	
<ol style="list-style-type: none"> 1. Prices offered. 2. Quality of products offered. 3. General reputation and performance capabilities of the bidders. 4. Conformity with terms and conditions of this Invitation for Bids. 5. Delivery/installation schedule offered. 6. Durability and Suitability of items for intended use. 	<ol style="list-style-type: none"> 7. Functional Equivalency to specifications stated herein. 8. Samples, if requested. 9. Conformity of Product Specifications. 10. Product’s Presentation and Finish 11. References

CCS reserves the right to waive any minor informality or technicality in bids received.

Bid Evaluation: Bids are requested on the items and/or equipment as hereinafter specified. Bidders are cautioned that any/all information furnished or not furnished on this bid may be used as or in determining of this contract.

Basis for Rejection: Cumberland County Schools reserves the right to reject any and all offers, in whole or in part, by deeming the offer unsatisfactory as to quality or quantity, delivery, price or service offered; non-compliance with the requirements or intent of this solicitation; lack of competitiveness; error(s) in specifications or indications that revision would be advantageous to Cumberland County Schools; cancellation or other changes in the intended project, or other determination that the proposed requirement is no longer needed; limitation or lack of available funds; circumstances that prevent determination of the best offer; or any other determination that rejection would be in the best interest of Cumberland County Schools; Samples are not required prior to bid opening date; however, if required later, bidder agrees to furnish samples of items offered at no expense to CCS within fourteen consecutive calendar days after request is made by the State. Bids which do not comply with these requirements will be subject to rejection.

Budgetary Limitations: Should it become necessary, based upon budgetary limitations, CCS reserves the right to reduce or increase quantities. Therefore, bidders must include freight in the “each” pricing for each line item, as well as identifying a per unit installation cost for each line item if applicable.

Timeline for Complete Order: Cumberland County Schools reserves the right to order portions of the total items in phases, not to exceed 12 months from the date the bid is awarded. It is the intent of this Invitation for Bids to establish a contract with one or more vendors for instructional supplies per stated bid specifications. The contract shall be for a period of one (1) year. No minimum or maximum quantities are guaranteed. CCS reserves the right to increase or decrease the quantities as needed. CCS will be responsible only for items received. If the NC Statewide Term Contract price for any item is lower than what the successful bid is, CCS is released from its obligation from the successful bidder.

Delivery: Items called for herein will be furnished, delivered, off-loaded and left ready for use in accordance with the requirements stated herein. The successful bidder(s) shall provide individual deliveries to CCS Operations Center, 810 Gillespie St., Fayetteville, NC 28306 within seven (7) consecutive business days after receipt of the CCS purchase order, unless otherwise stated here: ___ days.

CCS reserves the right to consider the delivery time offered as a factor in the award of contract.

A complete packing list must accompany each shipment, duly marked with the applicable CCS purchase order number. In cases where parties, other than the Bidder, ship materials against the order, the shipper must be instructed to show the CCS purchase order number on all packages and shipping manifest to ensure proper identification and payment of invoices.

Late Bids: Regardless of cause, a late bid will not be accepted and will automatically be disqualified from consideration. It shall be the Vendor’s sole risk to ensure delivery at the designated office by the designated time. Late bids will not be opened and may be returned to the Vendor at the expense of the Vendor or destroyed if requested.

Award Notification: After the bids have been evaluated and an award has been made, each vendor who submitted a bid will be notified of the award. The award may not be made for several weeks dependent upon the complexity of the acquisition and the length of time to complete the evaluation process.

Confidentiality of Bids: In submitting its bid, the bidder agrees not to discuss or otherwise reveal the contents of its bid to any source outside of Cumberland County Schools until after the award of the contract. All bidders are advised that they are not to have any communications with CCS during the evaluation of the bids (after the public opening of the bids and before the award of the contract) unless CCS contacts the bidder for the purpose of seeking clarification. A bidder shall not: transmit to the

issuing and or using agency any information commenting on the ability or qualifications of any other bidder to provide the advertised equipment, defects, errors and/or omissions in any other bidder's bid and/or prices at any time during and/or award of the contract that is subject of this IFB. Bidders not in compliance with this provision may be disqualified, at the option of CCS, from the contract award.

Warranty: Bidder guarantees that all items furnished are to be new and free from any and all defects in material and workmanship and agrees to replace promptly any part or parts which by reason of defective material or workmanship that fail under normal use, free of negligence or accident, for a minimum period of twelve (12) months from the date put into operation. Such replacement shall be at the cost of the bidder and will be at no additional cost to CCS.

Electronic Procurement: Purchasing shall be conducted through the NC E-Procurement service. If not already registered, the awarded bidder(s) must register with NC E-Procurement within two (2) business days of notification of award in order to receive an electronic purchase order resulting from award of the contract. The successful bidder(s) shall pay to NC E-Procurement a transaction fee of 1.75% (.0175) on the total dollar amount (excluding sales taxes) of each purchase order issued through the NC E-Procurement service. This applies to all purchase orders, regardless of the quantity or dollar amount of the purchase order.

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INSTRUCTIONS TO BIDDERS

1. **Read, Review and Comply:** It shall be the bidder's responsibility to read this entire document, review all enclosures and attachments, and comply with all requirements specified herein.
2. **Notice to Bidders:** **DO NOT ATTACH ANY ADDITIONAL TERMS AND CONDITIONS.** By execution and delivery of this document, the bidder agrees that any additional terms and conditions, whether submitted purposely or inadvertently, shall have no force or effect.
3. **Execution:** Failure to sign under Execution section will render bid invalid.
4. **Order of Precedence:** In cases of conflict between specific provisions in this bid, the order of precedence shall be (1) special terms and conditions specific to this bid, (2) specifications, (3) Contract Terms and Conditions, and (4) Instructions to Bidders.
5. **Time for Consideration:** Unless otherwise indicated on the first page of this document, bidder's offer shall be valid for 45 days from the date of bid opening. Preference may be given to bids allowing not less than 45 days for consideration and acceptance.
6. **Prompt Payment Discounts:** Bidders are urged to compute all discounts into the price offered. If a prompt payment discount is offered, it will not be considered in the award of the contract except as a factor to aid in resolving cases of identical prices.
7. **Term Contract Period:** The term of the contract shall be for one (1) year from date of award.
8. **Indefinite Order Quantity:** Bidders are informed that this bid is for an estimated quantity of goods. No guarantees in order quantities exist until bidder receives a purchase order from Cumberland County Schools (CCS). The quantities listed in this Invitation for Bids (IFB) are for estimation and planning purposes only. The listed quantities are subject to change, with no guaranteed minimum order implied by this IFB. Award of items to certain vendors pertaining to this IFB does not guarantee purchase of stated quantities.
9. **Specifications:** Any deviation from specifications indicated herein must be clearly pointed out; otherwise, it will be considered that items offered are in strict compliance with these specifications, and bidder will be held responsible therefore. Deviations shall be explained in detail. **The bidder shall not construe this paragraph as inviting deviation or implying that any deviation will be acceptable.**
10. **Information and Descriptive Literature:** Bidder is to furnish all information requested and in the spaces provided in this document. Further, if required elsewhere in this bid, each bidder must submit with their bid sketches, descriptive literature and/or complete specifications covering the products offered. Bids which do not comply with these requirements will be subject to rejection.
11. **Clarifications/Interpretations:** Any and all questions regarding this document must be addressed to the purchaser named on the cover sheet of this document.
12. **Samples:** Samples are not required prior to bid opening date; however, if required later, bidder agrees to furnish samples of items offered at no expense to CCS within seven (7) consecutive calendar days after request is made by CCS and if not destroyed will, upon request be returned at the bidder's expense. Each individual sample must be labeled with the bidder's name, bid number, and item number. Bids which do not comply with these requirements will be subject to rejection.
Request for the return of samples must be made within 30 days following date of bid opening.

Otherwise the samples will become CCS property. A sample, on which an award is made, will be retained until the contract is completed, and then returned, if requested, as specified above.

13. **Payment Terms:** Payment terms are Net not later than 30 days after receipt of correct invoice or acceptance of goods, whichever is later. CCS is responsible for all payments to the contractor under the contract.
14. **Acceptance and Rejection:** CCS reserves the right to reject any and all bids, to waive any informality in bids and, unless otherwise specified by the bidder, to accept any item in the bid. If either a unit price or extended price is obviously in error or the other is obviously correct, the incorrect price will be disregarded.
15. **References:** CCS reserves the right to require a list of users of the exact item offered. CCS may contact these users to determine acceptability of the bid. Such information may be considered in the evaluation of the bid.
16. **Award of Contract:** As directed by statute, qualified bids will be evaluated and acceptance may be made of the lowest and best bid most advantageous to CCS as determined upon consideration of such factors as: prices offered; the quality of the articles offered; the general reputation and performance capabilities of the bidder(s); the substantial conformity with the specifications and other conditions set forth in the bid; the suitability of the articles for the intended use; the related services needed; the date or dates of delivery and performance; and such other factors deemed by CCS to be pertinent or peculiar to the purchase in question. CCS reserves the right to accept any item or group of items on a multi-item bid.

The place of contract shall be North Carolina, where all matters, whether sounding in contract or tort, relating to its validity, construction, interpretation and enforcement shall be determined.

17. **Historically Underutilized Businesses:** Cumberland County Schools (CCS) is committed to the State of North Carolina Historically Underutilized Business (HUB) program. CCS invites and encourages participation in this procurement process by businesses owned by minorities, women, disabled, disabled business enterprises and non-profit work centers for the blind and severely disabled.
18. **Confidential Information:** As provided by statute and rule, CCS will consider keeping trade secrets which the bidder does not wish disclosed confidential. Each page shall be identified in boldface at the top and bottom as "CONFIDENTIAL" by the bidder. Cost information shall not be deemed confidential. In spite of what is labeled as a trade secret, the determination whether it is or not will be determined by North Carolina law.
19. **Transportation:** Transportation of Deliverables shall be FOB Destination, unless otherwise specified in the solicitation document or purchase order. Freight, handling, hazardous material charges, and distribution and installation charges shall be included in the total price of each item. Any additional charges shall not be honored for payment unless authorized in writing by Cumberland County Schools. In cases where parties, other than the Vendor ship materials against the order, the shipper must be instructed to show the purchase order number on all packages and shipping manifest to ensure proper identification and payment of invoices. A complete packing list must accompany each shipment.

CONTRACT TERMS AND CONDITIONS

1. **Availability of Funds:** Any and all payments to the contractor are dependent upon and subject to the availability of funds to Cumberland County Schools (CCS) for the purpose set forth in this agreement.
2. **Taxes:** Any applicable taxes shall be invoiced as a separate item.
NC G.S. 143-59.1 bars the Cumberland County Schools from entering into contracts with a vendor if the vendor or its affiliates meet one of the conditions of NC G.S. 105-164.8(b) and refuse to collect use tax on sales of tangible personal property to purchasers in North Carolina. Conditions under NC G.S. 105-164.8(b) include: (1) Maintenance of a retail establishment or office in the State, (2) Presence of representatives in the State that solicit sales or transact business on behalf of the vendor and (3) Systematic exploitation of the market by media-assisted, media-facilitated, or media-solicited means. By execution of the bid document the vendor certifies that it and all of its affiliates, (if it has affiliates); collect(s) the appropriate taxes.
3. **Situs:** The place of this contract, its situs and forum, shall be North Carolina, where all matters, whether sounding in contract or tort, relating to its validity, construction, interpretation and enforcement shall be determined.
4. **Governing Laws:** This contract is made under and shall be governed and construed in accordance with the laws of the State of North Carolina.
5. **Inspection at Contractor's Site:** The State reserves the right to inspect, at a reasonable time, the equipment/item, plant or other facilities of a prospective contractor prior to contract award, and during the contract term as necessary for the State's determination that such equipment/item, plants or other facilities conform with the specifications/requirements and are adequate and suitable for the proper and effective performance of the contract.
6. **Payment Terms:** Payment terms are Net 30 days after receipt of correct invoice or acceptance of goods, whichever is later. CCS is responsible for all payments under the contract.
7. **Affirmative Action:** The contractor will take affirmative action in complying with all Federal and State requirements concerning fair employment and employment of people with disabilities, and concerning the treatment of all employees without regard to discrimination by reason of race, color, religion, sex national origin or disability.
8. **Condition and Packaging:** Unless otherwise provided by special terms and conditions or specifications, it is understood and agreed that any item offered or shipped has not been sold or used for any purpose and shall be in first class condition. All containers/packaging shall be suitable for handling, storage or shipment.
9. **Patent:** The contractor shall hold and save the CCS, its officers, agents and employees, harmless from liability of any kind, including costs and expenses, on account of any copyrighted material, patented or unpatented invention, articles, device or appliance manufactured or used in the performance of this contract, including use by the government.
10. **Electronic Procurement (Applies to all contracts that include e-procurement and are identified as such in the body of the solicitation document):** The successful bidder(s) shall pay a transaction fee of 1.75% (.0175) on the total dollar amount (excluding sales taxes) of each purchase order issued through the North Carolina E-Procurement system.

Cumberland County Schools

Item Detail - Instructional Supply Bid 2018-2019, Bid #173-19001

OFFEROR:

CCS STOCK #	DESCRIPTION / SPECIFICATIONS	ISSUING UNIT	ESTIMATED TOTAL QUANTITY PURCHASED ANNUALLY	BIDDER'S ITEM NUMBER	BEST DELIVERY AFTER RECEIPT OF ORDER	PRICE
ART SUPPLIES						
216	Artist chalk, pastel square stick set, non-toxic, alphacolors, 24 colors / pk	pk	120			
2261	Erasers, chalkboard, 5"L x 2"W x 1" H, felt, black/white	ea	1,200			
232	Clay, modeling, assorted standard colors	lb	580			
323	Clay, pottery, moist X11	pk	78			
331	Clay, pottery, self-hardening	pk	168			
349	Crayons, Primary (Crayola or Prang), 8 colors, 4"L x 7/16"W +/-, minimum wax, non-toxic, set of 8 in box, 12 boxes per pack	dz	780			
356	Crayons, Standard #3 (Crayola or Prang), 8 colors, 3.5"L x 5/16"W +/-, minimum wax, non-toxic, set of 8 in box, 12 boxes per pack	dz	780			
364	Crayons, assorted 24 colors #322-24, 3.5"L x 5/16"W +/-, minimum wax, non-toxic, set of 24 in box, 12 boxes per pack	dz	1,440			
448	Paint, finger, non-toxic, washable, red, pint size (Dixon)	pint	10			
455	Paint, finger, non-toxic, washable, blue, pint size (Dixon)	pint	10			
463	Paint, finger, non-toxic, washable, green, pint size (Dixon)	pint	10			
471	Paint, finger, non-toxic, washable, yellow, pint size (Dixon)	pint	10			
489	Paint, finger, non-toxic, washable, black, pint size (Dixon)	pint	10			
497	Paint, finger, non-toxic, washable, brown, pint size (Dixon)	pint	10			
596	Paint, liquid tempera, non-toxic, washable, red, pint size (Dixon)	pint	360			
604	Paint, liquid tempera, non-toxic, washable, orange, pint size (Dixon)	pint	360			
612	Paint, liquid tempera, non-toxic, washable, yellow, pint size (Dixon)	pint	360			
620	Paint, liquid tempera, non-toxic, washable, green, pint size (Dixon)	pint	200			
638	Paint, liquid tempera, non-toxic, washable, blue, pint size (Dixon)	pint	600			
646	Paint, liquid tempera, non-toxic, washable, black, pint size (Dixon)	pint	200			
653	Paint, liquid tempera, non-toxic, washable, white, pint size (Dixon)	pint	240			
661	Paint, liquid tempera, non-toxic, washable, brown, pint size (Dixon)	pint	140			
679	Paint, liquid tempera, non-toxic, washable, violet, pint size (Dixon)	pint	240			
687	Watercolor paint, plastic oval pan, 8 colors, non-toxic, set of 8 per box, 12 boxes per pack (Dixon)	dz	120			
695	Watercolor paint refill, plastic oval pan, non-toxic, black, 12/pack (Dixon)	pk	10			
703	Watercolor paint refill, plastic oval pan, non-toxic, blue, 12/pack (Dixon)	pk	60			
711	Watercolor paint refill, plastic oval pan, non-toxic, brown, 12/pack (Dixon)	pk	10			

Cumberland County Schools

Item Detail - Instructional Supply Bid 2018-2019, Bid #173-19001

OFFEROR:

CCS STOCK #	DESCRIPTION / SPECIFICATIONS	ISSUING UNIT	ESTIMATED TOTAL QUANTITY PURCHASED ANNUALLY	BIDDER'S ITEM NUMBER	BEST DELIVERY AFTER RECEIPT OF ORDER	PRICE
729	Watercolor paint refill, plastic oval pan, non-toxic, orange, 12/pack (Dixon)	pk	120			
737	Watercolor paint refill, plastic oval pan, non-toxic, green, 12/pack (Dixon)	pk	30			
745	Watercolor paint refill, plastic oval pan, non-toxic, red, 12/pack (Dixon)	pk	48			
752	Watercolor paint refill, plastic oval pan, non-toxic, violet, 12/pack (Dixon)	pk	10			
760	Watercolor paint refill, plastic oval pan, non-toxic, yellow, 12/pack (Dixon)	pk	10			
1115	Large roll poster paper, white, 36" x 1000', 40 lb	rl	100			
1123	Large roll poster paper, brown, 36" x 1000', 40 lb	rl	30			
1131	Large roll poster paper, flame red, 36" x 1000', 40 lb	rl	70			
1149	Large roll poster paper, canary, 36" x 1000', 40 lb	rl	80			
1156	Large roll poster paper, orange, 36" x 1000', 40 lb	rl	10			
1164	Large roll poster paper, brite green, 36" x 1000', 40 lb	rl	40			
1172	Large roll poster paper, brite blue, 36" x 1000', 40 lb	rl	80			
1180	Large roll poster paper, black, 36" x 1000', 40 lb	rl	80			
1185	Large roll poster paper, purple, 36" x 1000', 40 lb	rl	30			
1190	Large roll poster paper, pink, 36" x 1000', 40 lb	rl	20			
802	Brown Kraft paper 48"W, 50 lb. basis weight	rl	10			
18	Brush, round watercolor, camel hair bristles, size 2 (Crayola 1121)	dz	50			
224	Charcoal, square compressed, 2-3/8" x 3/8", non-toxic, pure black, 12/pack	bx	5			
26	Brushes, Crayola 1121 #6	dz	40			
34	Brushes, Crayola 1121 #12	dz	10			
75	Brushes, Crayola 178, 1/2" size	dz	15			
83	Brushes, Crayola 178, 3/4" size	dz	20			
91	Brushes, Crayola 178, 1" size	dz	20			
42	Brushes, Crayola 310 #8	dz	20			
2501	India Ink, black, non-clogging, waterproof, permanent, packaged in plastic shatter-resistant containers	ea	20			
ENVELOPES						
3020	Envelopes, clasp, 10" x 13", 28 lb, gummed flap, Kraft brown, 100 per box	bx	800			
372	Envelopes, clasp, 7" x 10", 28 lb, gummed flap, Kraft brown, 100 per box	bx	200			
380	Envelopes, clasp, 9" x 12", 28 lb, gummed flap, Kraft brown, 100 per box	bx	700			
398	Envelopes, clasp, 11 1/2" x 14", 28 lb, gummed flap, Kraft brown, 100 per box	bx	250			

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OFFEROR:

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422	Envelopes, white plain #6 (short), gummed flap, 500 per box	bx	50			
430	Envelopes, white plain #10 (long) gummed flap, 500 per box	bx	725			
	FOLDERS					
2584	Hanging folders, letter size, 1/3 cut, green, 25/bx	bx	400			
2592	Hanging folders, legal size, 1/3 cut, green, 25/bx	bx	80			
2626	Pocket folders, white portfolio w/fasteners, 25/bx	bx	6,250			
2634	Pocket folders, dark blue, portfolio w/fasteners, 25/bx	bx	8,750			
2642	Pocket folders, light blue, portfolio w/fasteners, 25/bx	bx	8,750			
2659	Pocket folders, green, portfolio w/fasteners, 25/bx	bx	8,750			
2660	Pocket folders, red, portfolio w/fasteners, 25/bx	bx	9,250			
2665	Pocket folders, yellow, portfolio w/fasteners, 25/bx	bx	10,000			
2668	Pocket folders, purple, portfolio w/fasteners, 25/bx	bx	6,250			
406	Folders, file, manila, letter size #1311, 3 rd cut, 100/bx	bx	1,500			
414	Folders, file, manila, legal size #1153, 3 rd cut, 100/bx	bx	30			
2576	Cumulative Folders (Expanding file folders, manila, letter size, 1" expand, 50/box)	bx	350			
	GLUE, PASTE					
1487	Elmer's glue #E372, washable, non-toxic, 4-oz bottle (Elmer's or Dixon)	dz	680			
1479	Elmer's glue #E395, washable, non-toxic, 1 gallon bottle (Elmer's or Dixon)	gl	45			
15	Elmer's glue sticks, non-toxic, washable, 0.24 oz, purple, dries clear, 30/pack (Elmer's or Dixon)	pk	4,000			
2105	Rubber cement, repositionable, 4.0 oz plastic bottle w/ brush in cap, dries clear (Elmer's or Dixon)	dz	130			
	MEDIA CENTER SUPPLIES					
20347	Labels, smudge resistant coated paper, conforms to rounded surfaces, permanent adhesive, ¾" x 1" #341, 1,000 per pk	pk	70			
20354	Labels, smudge resistant coated paper, conforms to rounded surfaces, permanent adhesive, 5/8" x 1¼" #342, 1,000 per pk	pk	10			
20362	Labels, smudge resistant coated paper, conforms to rounded surfaces, permanent adhesive, ¾" x 1¼" #343, 1,000 per pk	pk	20			
20370	Labels 2" x 3" #347, 252 per pk	pk	10			
20388	Labels ¾" x 2-1/2", #348, 1,000 per pk	pk	10			

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21204	Labels, 1" x ½", #344, 1,000 per pk	pk	10			
20404	Label protectors, #320, 252 per pk	pk	50			
20115	Catalog Cards #311M #100-36W0 (100 per pkg)	pk	10			
20164	Book Cards #55 White #210-3304, 140# Medium Wt., 5"H x 3"W, with Author, Title, Due Date, Borrower's Name, Room Number, 100/pk	pk	10			
20180	Book Cards #80 White #210-3301, 140# Medium Wt., 5"H x 3"W, with Due Date, Borrower's Name, Room Number, 100/pk	pk	10			
20321	Book Pockets, STYLE F, low back, 70# paper with reinforced corners, 500/bx	bx	10			
20339	Book Pockets, STYLE M, high back, no date grid, 70# paper with reinforced corners, 500/bx	pk	10			
2469	Laminating film roll, 25" x 500' with 1" core, 1.5 mil thickness	rl	1,200			
	MARKERS					
1941	Felt tip marker, non-toxic, permanent, broad chisel tip, black (Dixon or Prang)	dz	720			
1958	Felt tip marker, non-toxic, permanent, broad chisel tip, blue (Dixon or Prang)	dz	600			
1966	Felt tip marker, non-toxic, permanent, broad chisel tip, brown (Dixon or Prang)	dz	360			
1974	Felt tip marker, non-toxic, permanent, broad chisel tip, green (Dixon or Prang)	dz	240			
1982	Felt tip marker, non-toxic, permanent, broad chisel tip, orange (Dixon or Prang)	dz	240			
1990	Felt tip marker, non-toxic, permanent, broad chisel tip, purple (Dixon or Prang)	dz	240			
2006	Felt tip marker, non-toxic, permanent, broad chisel tip, red (Dixon or Prang)	dz	240			
2014	Felt tip marker, non-toxic, permanent, broad chisel tip, yellow (Dixon or Prang)	dz	180			
2015	Dry erase markers, low odor, non-toxic, bullet tip, 4-color set (Expo)	set	6,000			
2016	Dry erase board cleaner 8.0 oz with sprayer, low odor, non-toxic (Expo)	ea	1,500			
3384	Watercolor markers, bullet tip, 8 colors per pkg, high quality color, washable (Dixon or Prang)	pk	1,500			
	OFFICE SUPPLIES					
12	Post-it Notes pads, 1½" x 2" (small), unruled, 100 sheets/pad	dz	800			
13	Post-it Notes pads, 3" x 3", unruled, 100 sheets/pad	dz	1,400			
14	Post-it Notes pads, 3" x 5", unruled, 100 sheets/pad	dz	720			
20	Post-it Flags, 0.50" x 1.75", rectangle, unruled, blue, green, red, yellow assorted colors, removable, self-adhesive, 140 / pk	pk	600			
1818	Rulers, 12", wood with metal guides, scaled in sixteenths and millimeters	dz	360			
1826	Rulers, 18" wood with metal guides, scaled in sixteenths and millimeters	dz	60			

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1834	Ruler, meterstick, 1"W x 1/4" thickness, scaled in centimeters	ea	200			
1925	Student compass with long point, used to draw circles up to 12" diameter, with pencil, positive pencil lock, nickel finish	dz	60			
2022	Paper clips, #1 (small), steel 0.03" Gauge, 100/bx	bx	21,000			
2030	Paper clips, jumbo (large), smooth standard, steel 0.05" Gauge, silver, 100/bx	bx	3,000			
2048	Fasteners, paper, round-head solid brass, No. 4R, 1" shank, 100/bx	bx	740			
2055	Paper puncher, 1-hole, 1/4", 10 sheets, nickel-plated (Gem Ticket Punch)	ea	200			
2063	Protractor, plastic, open center, 6" ruler edge, clear, degree graduations: 1 degree	dz	60			
2089	Rubber bands, Size #18, 3"L x 1/16"W x 1/32" thickness, (thin, narrow)	pk	480			
2097	Rubber bands, Size #64, 3-1/2"L x 1/4"W x 1/32" thickness (thick, wide)	pk	350			
2121	Staple remover, metal jaws w/ heavy duty riveted plastic grip	ea	500			
2139	Stapler, desktop, full strip standard staple capacity, 15 - 20 sheet capacity, rotating anvil for stapling or pinning, black	ea	1,200			
2147	Staples, chisel point, 210/strip, 1/4" leg, 1/2" crown, holds 30 sheets, 5000/bx	bx	3,000			
2154	Pins, push, for bulletin boards, 3/8" long, 1/2" head, plastic head, steel point, assorted colors, 100 per pk	bx	10			
2170	Tape dispenser, desktop, weighted non-skid base, 3" core, 1/2" - 1" wide tape, 900 series black	ea	1,380			
2162	Transparent tape for desktop dispenser, 1/2" x 1" core #6200, 144 rolls per case	roll	7,680			
3079	Tape dispenser, 1" core, weighted nonskid base, black	ea	100			
2196	Thumb tacks, steel 5/16", 0.31" shank, 0.38" round head, 100/bx, #3 783C	bx	200			
2204	Pencil sharpener, table or wall-mount, nickel-plated receptacle with 8 hole pencil guide (X-Acto KS #1031)	ea	360			
2212	Pencil sharpener, table or wall-mount, single hole for standard size pencils	ea	140			
2279	Index cards, white, 4" x 6" ruled on one side long way with red headline, #811110 (100/pk)	pk	2,200			
2386	Stamp pad black, felt or foam #1, re-inkable	ea	440			
2394	Stamp pad red, felt or foam #1, re-inkable	ea	290			
2600	Frames, hanging file folder, letter size, sturdy metal	ea	100			
2618	Frames, hanging file folder, legal size, sturdy metal	ea	40			
2667	8 tabs guides (index tab dividers), clear, for 3 ring binder with 8-1/2" x 11" pages	pk	600			

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2717	Ring binders, high quality vinyl 3-ring binder, pockets inside front and back covers, 1" black (non-view)	ea	360			
2725	Ring binders, high quality vinyl 3-ring binder, pockets inside front and back covers, 1½" black (non-view)	ea	720			
2733	Ring binders, high quality vinyl 3-ring binder, pockets inside front and back covers, 2" black (non-view)	ea	180			
2734	Clip board, spring clamp mechanism mounted on composition board, 9" x 12-1/2" (for letter size paper)	ea	1,500			
2735	Plastic sheet protectors, std gauge, nonglare, clear, three-hole punched 8 1/2" x 11" inserts, reinforced edge, no photocopy transfer, archival-quality, 50 per pk	pk	2,700			
2720	View binders, 3-ring, clear covering on front, back and spine, pockets inside front and back covers, letter size (8.5" x 11"), 1" vinyl, white	ea	2,400			
2721	View binders, 3-ring, clear covering on front, back and spine, pockets inside front and back covers, letter size (8.5" x 11"), 1½" vinyl, white	ea	960			
2722	View binders, 3-ring, clear covering on front, back and spine, pockets inside front and back covers, letter size (8.5" x 11"), 2" vinyl, white	ea	1,125			
2723	View binders, 3-ring, clear covering on front, back and spine, pockets inside front and back covers, letter size (8.5" x 11"), 3" vinyl, white	ea	360			
2724	View binders, 3-ring (3 x D-Ring), clear covering on front, back and spine, pockets inside front and back covers, letter size (8.5" x 11"), 4" vinyl, white	ea	120			
2727	View binders, 3-ring (3 x D-Ring), clear covering on front, back and spine, pockets inside front and back covers, letter size (8.5" x 11"), 5" vinyl, white	ea	55			
2728	View binders, 3-ring (3 x D-Ring), clear covering on front, back and spine, pockets inside front and back covers, letter size (8.5" x 11"), 6" vinyl, white	ea	50			
2741	Correction fluid, .68 fl oz, fast-drying, white	ea	1,500			
2742	Correction tape, 0.16" width x 39.33 ft. length, white tape, odorless, tear resistant, photo-safe, 10/box, white	bx	1,000			
2543	Steno Pad, 6 x 9 sheets, Gregg ruled, wire bound, 80 sheets per pad	ea	950			
2744	Binder clips, small (Size 2), black, 3/4"W, 0.38" sheet capacity, arms fold flat in front and back, tempered steel w/nickel-plated arms, 12/box	bx	1,100			
2745	Binder clips, medium (Size 5), black, 1-1/4"W, 0.63" sheet capacity, arms fold flat in front and back, tempered steel w/nickel-plated arms, 12/box	bx	2,100			

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PENCILS						
1490	Colored pencils, assorted colors, thin lead, box of 12 (Dixon or Prang)	pk	7,500			
2675	Pencils, hexagonal No. 2 with Latex-Free eraser, non-toxic, lead-free (Dixon)	dz	12,500			
1495	Pencils, LARGE TOT 1st Grade, hexagonal, non-toxic lead free starter pencil without eraser, 13/32 in, No 2 tip, 12/pk (Dixon)	dz	600			
1503	Pencils, MEDIUM MY PAL, 8.5mm round wood without eraser - 2 nd grade (Dixon)	dz	250			
1511	Pencils, UNTIPPED, 11/32" round wood without eraser - 3 rd grade (Dixon)	dz	180			
1512	Erasers, standard pencil tip, pink wedge (chisel shaped), latex-free	ea	1,200			
PENS						
1521	Highlighters, non-toxic, chisel tip, bright see thru ink – Yellow	dz	1,600			
1522	Highlighters, non-toxic, chisel tip, bright see thru ink – Blue	dz	300			
1523	Highlighters, non-toxic, chisel tip, bright see thru ink - Assorted colors, 4/set	set	400			
1529	Faber flair pens red (Felt porous tip pen, 0.7mm, quick-drying)	dz	200			
1552	Faber flair pens green (Felt porous tip pen, 0.7mm, quick-drying)	dz	200			
1537	Faber flair pens blue (Felt porous tip pen, 0.7mm, quick-drying)	dz	180			
1545	Faber flair pens black (Felt porous tip pen, 0.7mm, quick-drying)	dz	240			
1594	Vis-à-vis transparency pen (wet-erase marker), fine point red	dz	240			
1586	Vis-à-vis transparency pen (wet-erase marker), fine point green	dz	240			
1560	Vis-à-vis transparency pen (wet-erase marker), fine point blue	dz	240			
1578	Vis-à-vis transparency pen (wet-erase marker), fine point black	dz	240			
2683	Ballpoint pens, medium point, black ink	dz	1,800			
2691	Ballpoint pens, medium point, blue ink	dz	1,080			
2709	Ballpoint pens, medium point, red ink	dz	360			
SCISSORS						
1842	Scissors, safety right & left handed, blunt end, plastic w/stainless steel blades, blades won't cut fingers, 5"L +/-	dz	200			
1859	Scissors, FISKARS pointed tip Kids, sharp, 5"L +/-	dz	600			
3350	Scissors, 9" overall length, stainless steel blades, molded, plastic handles	ea	1,000			
2360	12" paper cutter, 10 - 15 sheet capacity, w/ blade latch hook to lock blade	ea	60			
2378	15" paper cutter, 10 - 15 sheet capacity, w/ blade latch hook to lock blade	ea	20			

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	BOND PAPER					
1370	11" White Bond Paper, 20#, 8.5" x 11", 92 brightness, 500 sheets/rm, 10 reams/cs, INDIVIDUAL REAMS MUST BE WRAPPED IN COATED PAPER to resist moisture	cs	11,340			
3632	11" Goldenrod Bond paper, 20#, 500 sheets/rm	rm	600			
3640	11" Green Bond paper, 20#, 500 sheets/rm	rm	474			
3665	11" Pink Bond paper, 20#, 500 sheets/rm	rm	1,000			
3673	11" Canary Bond paper, 20#, 500 sheets/rm	rm	1,400			
3681	11" Buff Bond paper, 20#, 500 sheets/rm	rm	400			
3699	11" Blue Bond paper, 20#, 500 sheets/rm	rm	1,000			
1388	14" White Bond paper, 20#, 8.5" x 14", 100 brightness, 500 sheets/rm, 10 reams/cs	cs	70			
6106	17" White Bond paper, 20#, 11" x 17", 100 brightness, 500 sheets/rm	rm	600			
6107	11" Astrobrite paper, 65#, 8.5" x 11", Solar Yellow	ea	100			
6108	11" Astrobrite paper, 65#, 8.5" x 11", Cosmic Orange	ea	400			
6109	11" Astrobrite paper, 65#, 8.5" x 11", Rocket Red	ea	300			
6110	11" Astrobrite paper, 65#, 8.5" x 11", Fireball Fushia	ea	400			
6111	11" Astrobrite paper, 65#, 8.5" x 11", Planetary Purple	ea	300			
6112	11" Astrobrite paper, 65#, 8.5" x 11", Lunar Blue	ea	340			
6113	11" Astrobrite paper, 65#, 8.5" x 11", Terrestrial Teal	ea	400			
6114	11" Astrobrite paper, 65#, 8.5" x 11", Terra Green	ea	240			
6115	11" Astrobrite paper, 65#, 8.5" x 11", Gamma Green	ea	200			
3756	Computer (continuous) paper, 14 7/8" x 11", 1 part, 1/2" greenbar, 2500/cs	cs	50			
3822	Computer paper, 1-part 9½" x 11", with perforated sides tearing out to 8½" x 11", 20#, white	cs	10			
3823	Computer paper, 2-part 9½" x 11", with perforated sides tearing out to 8½" x 11", 20#, white	cs	10			
3824	Computer paper, 3-part 9½" x 11", with perforated sides tearing out to 8½" x 11", 20#, white	cs	10			

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TAPE						
11	Elmer's Tac 'N Stik, non-toxic, reusable adhesive, 2 oz., white	pk	320			
2188	Masking tape, ¾" Wide x 60 yd Long, 3" core, crepe paper backing, tan	rl	3,540			
3301	Packaging tape w/ dispenser (1.88" Wide x 54.60 yd Length), 3" core, clear	rl	10			
20040	Book tape, clear, 3.5mil polypropylene, 45 lb tensile strength, 2" x 15 yds	ea	600			
20057	Book tape, clear, 3.5mil polypropylene, 45 lb tensile strength, 3" x 15 yds	ea	720			
20065	Book tape, clear, 3.5mil polypropylene, 45 lb tensile strength, 4" x 15 yds	ea	180			
2162	Transparent tape, for desktop dispenser, 1/2" x 36 yds, Highland #6200 (144 rls/cs)	ea	7,680			
INSTRUCTIONAL PAPER						
1008	12 x 18 Construction Paper, heavyweight, 50 sheets/pkg, assorted colors	pk	1,000			
1016	12 x 18 Construction Paper, heavyweight, heavyweight, 50 sheets/pkg, sky blue	pk	600			
1024	12 x 18 Construction Paper, heavyweight, heavyweight, 50 sheets/pkg, dark blue	pk	200			
1032	12 x 18 Construction Paper, heavyweight, heavyweight, 50 sheets/pkg, brown	pk	400			
1040	12 x 18 Construction Paper, heavyweight, heavyweight, 50 sheets/pkg, light green	pk	600			
1057	12 x 18 Construction Paper, heavyweight, 50 sheets/pkg, dark green	pk	400			
1065	12 x 18 Construction Paper, heavyweight, 50 sheets/pkg, orange	pk	400			
1073	12 x 18 Construction Paper, heavyweight, 50 sheets/pkg, violet	pk	400			
1081	12 x 18 Construction Paper, heavyweight, 50 sheets/pkg, yellow	pk	1,400			
1099	12 x 18 Construction Paper, heavyweight, 50 sheets/pkg, emerald green	pk	300			
1107	12 x 18 Construction Paper, heavyweight, 50 sheets/pkg, pink	pk	800			
992	12 x 18 Construction Paper, heavyweight, 50 sheets/pkg, red	pk	600			
984	12 x 18 Construction Paper, heavyweight, 50 sheets/pkg, black	pk	800			
985	12 x 18 Construction Paper, heavyweight, 50 sheets/pkg, assorted multicultural colors	pk	1,000			
877	9 x 12 Construction Paper, heavyweight, 50 sheets/pkg, assorted	pk	800			
885	9 x 12 Construction Paper, heavyweight, 50 sheets/pkg, sky blue	pk	1,200			
893	9 x 12 Construction Paper, heavyweight, 50 sheets/pkg, dark blue	pk	1,400			
901	9 x 12 Construction Paper, heavyweight, 50 sheets/pkg, brown	pk	1,200			
919	9 x 12 Construction Paper, heavyweight, 50 sheets/pkg, light green	pk	600			

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927	9 x 12 Construction Paper, heavyweight, 50 sheets/pkg, dark green	pk	450			
935	9 x 12 Construction Paper, heavyweight, 50 sheets/pkg, orange	pk	800			
943	9 x 12 Construction Paper, heavyweight, 50 sheets/pkg, violet	pk	1,000			
950	9 x 12 Construction Paper, heavyweight, 50 sheets/pkg, yellow	pk	1,800			
968	9 x 12 Construction Paper, heavyweight, 50 sheets/pkg, emerald green	pk	400			
976	9 x 12 Construction Paper, heavyweight, 50 sheets/pkg, pink	pk	1,000			
869	9 x 12 Construction Paper, heavyweight, 50 sheets/pkg, red	pk	1,400			
851	9 x 12 Construction Paper, heavyweight, 50 sheets/pkg, black	pk	800			
852	9 x 12 Construction Paper, heavyweight, 50 sheets/pkg, assorted multicultural colors	pk	1,000			
1198	Drawing & watercolor paper, white, 9" x 12", 80#, 500 sheets/rm	rm	400			
1206	Drawing & watercolor paper, white, 12" x 18", 80#, 500 sheets/rm	rm	120			
1214	Drawing & watercolor paper, white, 18" x 24", 80#, 500 sheets/rm	rm	70			
1222	Finger paint paper, white, 16" x 22", coated both sides, non-absorbent, 100 sheets/pkg	pk	10			
1248	Manila cream heavyweight drawing paper, 9 x 12, 64#, 500 sheets/rm	rm	320			
1255	Manila cream heavyweight drawing paper, 12 x 18, 64#, 500 sheets/rm	rm	100			
1263	Manila cream heavyweight drawing paper, 18 x 24, 64#, 500 sheets/rm	rm	60			
1305	Newsprint plain white drawing paper, 9" x 12", 500 sheets/rm	rm	300			
1313	Newsprint plain white drawing paper, 12" x 18", 500 sheets/rm	rm	50			
1321	Newsprint plain white drawing paper, 18" x 24", 500 sheets/rm	rm	20			
1396	Ruled newsprint paper, primary Grade 1, 10.5" x 8", white ruling with red baseline, light blue mid-line and heavy blue headline, 7/8" ruling with 7/16" broken midline and 7/16" skip space., 500 sheets/rm	rm	500			
1404	Ruled newsprint paper, 18" x 12", 7/8" ruling, 7/16" broken line, top half blank, ruled long way picture story, pack of 500	rm	500			
1412	Ruled writing newsprint, 18" x 12", guideline rule 7/16", ruled on both sides, 500 sheets/rm	rm	100			
1420	Ruled writing newsprint, 8" x 10.5", for cursive 3/8" standard rule, ruled short way	rm	100			
3194	Ruled writing newsprint for Primary Grade 3 - 4, 3/16 mil, 8" x 10.5", 3/8" ruling, 3/16" broken midline, 3/16" skip space, ruled short way, 500 sheets/rm	rm	10			
1438	Ruled bond paper, white, 8" x 10.5", blue line, 5/8" standard rule, short way	rm	200			

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1446	White Ruled Writing Paper, 8" x 10½", 3/8" rule, ruled both sides, 500 sheets/rm	rm	200			
1447	Loose leaf paper, 8" x 10½", 16 lb basis weight, wide ruled, 150 sheets/pk	pk	1,200			
1651	Bristol board (paper), 90#, 18" x 24", bright assorted colors, 100 sheets/pk	pk	25			
1727	Bristol board (paper), 90#, 22" x 28" white, 100 sheets/pk	pk	30			
1776	Tagboard sheets, 150#, 18" x 24", manila both sides, 100 sheets/pk	pk	10			
1784	Tagboard sheets, 150#, 24" x 36", manila both sides, 100 sheets/pk	pk	50			
1792	Tagboard sentence strips, plain unruled manila, 4" x 24", 100 strips/pk	pk	50			
1795	Sentence strips, assorted colors 24" x 3", 1-1/2" guideline ruling with 3/4" dotted midline on one side, single line ruling on the other side, 100/pk	pk	360			
1800	Sentence strips, white, 24" x 3", 1-1/2" guideline ruling with 3/4" dotted midline on one side, single line ruling on the other side, 100/pk	pk	480			
2352	Graph paper 8" x 10½", quadrile ruling, 16#, 500 sheets/rm	rm	500			
2527	Legal pad, canary, legal/wide ruled, perforated sheets, 8½" x 11", 50 sheets per pad	ea	2,880			
2535	Legal pad, canary, legal/wide ruled, perforated sheets, 8½" x 14", 50 sheets per pad	ea	300			
828	Chart paper, 24" x 32", manus ruling, 1-1/2" guideline ruled short way on both sides, 2-hole punched, white, 100 sheets/pkg	pk	200			
900	Chart paper, self-stick pad, 25" x 30", 1" ruled short way, bleed resistant 20 lb. paper, 30 sheets per pad	pk	320			
836	Chart tablets, 24" x 16", 1" ruled long way on both sides, 2-hole punched, spiral bound, white, 25 sheets/pad	ea	15,840			
844	Chart tablet with heavy-duty corrugated cardboard stand, 24" x 30", ruled short way on both sides, spiral bound and 2-hole punched, 1-1/2" rule and 3/4" guideline, 25 sheets per tablet	ea	200			
1743	Mount board, 14 ply heavy weight, one side smooth and one side rough, white 22" x 28", 25 sheets per pk	pk	10			
1769	Composition books for journals, 9.75" x 7.5", black & white, wide ruled, 100 pages per book	ea	10,000			

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MISCELLANEOUS						
10702	Batteries AAA, alkaline, Duracell or Energizer	ea	31,000			
10710	Batteries AA, alkaline, Duracell or Energizer	ea	10,000			
10728	Batteries C, alkaline, Duracell or Energizer	ea	870			
10736	Batteries D, alkaline, Duracell or Energizer	ea	576			
10744	Batteries 9V, alkaline, Duracell or Energizer	ea	720			
2882	Labels, laser and inkjet printer, 1" x 2-5/8", permanent adhesive, white (Avery 5160), 3000/box	pk	200			
2883	Labels, laser and inkjet printer, 1" x 4", permanent adhesive, white (Avery 5161), 2000/box	pk	60			
2884	Labels, laser and inkjet printer, 1-1/3" x 4", permanent adhesive, white (Avery 5162)	pk	10			
2885	Labels, laser and inkjet printer, 2" x 4", permanent adhesive, white (Avery 5163), 1000/box	pk	200			
2886	Labels, laser and inkjet printer, 1/2" x 1 3/4", permanent adhesive, white (Avery 5167), 2000/box	pk	35			
2899	File Folder Labels, 0.69" x 3.44", fits 1/3rd cut file folders, self-adhesive, 250/pk, red	pk	60			
2923	File Folder Labels, 0.69" x 3.44", fits 1/3rd cut file folders, self-adhesive, 250/pk, orange	pk	60			
2931	File Folder Labels, 0.69" x 3.44", fits 1/3rd cut file folders, self-adhesive, 250/pk, green	pk	40			
2956	File Folder Labels, 0.69" x 3.44", fits 1/3rd cut file folders, self-adhesive, 250/pk, yellow	pk	60			
2964	File Folder Labels, 0.69" x 3.44", fits 1/3rd cut file folders, self-adhesive, 250/pk, dark blue	pk	30			
3004	File Folder Labels, 0.69" x 3.44", fits 1/3rd cut file folders, self-adhesive, 250/pk, white	pk	60			
3038	File Folder Labels, 0.69" x 3.44", fits 1/3rd cut file folders, self-adhesive, 250/pk, light blue	pk	60			
3236	Letter tray, letter size, side-loading stackable tray, black	ea	210			
3251	Calendar refill, desk, 3 1/2" x 6", Julian calendar year 2019	ea	30			
3269	Calendar base, desk 3 1/2" x 6 1/2", holds E17 standard 3 1/2" x 6" daily desk calendar	ea	10			
3277	Calendar refill, desk 4 1/2" x 8", Julian calendar year 2019	ea	10			

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3285	Calendar base, desk 4½" x 8", holds E21 standard 4½" x 8" daily desk calendar	ea	10			
7800	Whiteboard, 9" x 12", double-sided with plain whiteboard on one side and the other side with 1" ruling, 1/2" dotted midline and 1/2" skip space for writing practice	ea	600			
3434	Calculator ribbon, for use w/ Victor 12-Digit-Heavy-duty calculators, Canon MP27D, Canon MP25DVS, Sharp EL2630PIII, 2-color printing	ea	10			
778	Adding machine paper, white, 2¼"W x 150'L	rl	50			
786	Adding machine paper, white, 3"W x 165'L, 7/16" core	rl	10			
7850	Compressed air (in can), ozone-safe, moisture-free, w/ bitterant added to discourage inhalant abuse	ea	360			
3319	Fingertip moistener, non-toxic, odorless, stainless, (Tacky Finger)	ea	100			
7851	U.S. flag, outdoor, heavyweight nylon, fitted with canvas heading and 2 grommets, 5' x 8'	ea	30			
7852	North Carolina flag, outdoor, heavyweight nylon, fitted with canvas heading and 2 grommets, 4' x 6'	ea	20			
7853	Wall clock, 13-1/4" round quartz analog with black frame, white dial, black minute & hour hands, red second hand, battery operated	ea	140			