



## Office Supplies # 907 Questions and Answers

Q1. What is Early Learning Coalition's estimated annual spend on Office supplies, Paper and Toner.

**Less than \$24,999.00.**

Q2. How will the Early Learning Coalition base their decision in awarding the bid? Which are the 3 main buying criteria's Early Learning Coalition will evaluate when evaluating the bids?

**A. Our decision will be based on the best value of the requested products offered.**

Q3. Which other vendors have been invited to respond to the RFQ?

**A. Since the RFQ is still open, we don't have the information at this time.**

Q4. Will the bid be awarded to an exclusive vendor?

**A. Yes.**

Q5. We would like to provide you with a cost analysis on your highest usage items in order to apply the greatest discounts to your most commonly purchased items. Would it be possible to provide us with your top 50 skus you would like pricing on?

**A. Please see list below.**

### **LINE DESCRIPTION**

- ◆ Medium point blue ink pens
- ◆ Medium point black ink pens
- ◆ Pilot ballpoint pen
- ◆ Ballpoint pens
- ◆ Ballpoint pens
- ◆ General repair office tool kit
- ◆ HP 12a laser print cartridge
- ◆ HP 57 color inkjet cartridge
- ◆ HP C4195A color LaserJet drum kit
- ◆ Kingston Data Traveler USB flash drive 2GB
- ◆ Binder clips small

- ◆ Binder clips medium
- ◆ Highlighters
- ◆ Lexmark C5220CS
- ◆ TZ-231 labeling tape
- ◆ KS-1795 desktop calculator
- ◆ Expo dry erase markers
- ◆ CD slim jewel cases
- ◆ Classic black stapler
- ◆ Microsoft Ergonomic keyboard
- ◆ HP 27a black ink cartridge
- ◆ SanDisk microSD memory card w/SD 1GB
- ◆ 2 tone color file folders, green
- ◆ Tone Color file folder, blue
- ◆ Writing pads 8.5x11
- ◆ Writing pads
- ◆ Junior writing pad 5x8
- ◆ Paper clips jumbo
- ◆ Paper clips
- ◆ Cubicle motion dry erase board 18x24
- ◆ Velcro cord straps
- ◆ X Stamper medium pre-inked
- ◆ Standard staples
- ◆ HP White Plotter inkjet paper
- ◆ I.D. card reel
- ◆ Energizer Max AA batteries
- ◆ Copy paper 8.5x11
- ◆ Copy paper 8.5x14
- ◆ Belkin Pro Series Category 5 Patch Cable
- ◆ Round ring view binder 2inch
- ◆ Storage boxes
- ◆ Hide a way hand truck
- ◆ Paper Mate Liquid Paper Correction Fluid
- ◆ HP 56 inkjet cartridge
- ◆ Self stick notes
- ◆ Paper clips
- ◆ Staples 1/4
- ◆ HP 13a laser toner cartridge
- ◆ HP 96 inkjet cartridge
- ◆ HP 97 Tricolor inkjet cartridge
- ◆ Energizer Max AAA batteries
- ◆ Quartet Ultima 65 Laminating Machine
- ◆ Sentry Fire safe - waterproof
- ◆ Index dividers 5-tab
- ◆ Notebook 3 subjects 150 pages
- ◆ Invisible Tape
- ◆ Avery binder pockets
- ◆ Eveready flashlight
- ◆ Re-stick able easel pads 30 sheet
- ◆ Kensington combo saver combination notebook lock
- ◆ Ativa USB Optical Mouse
- ◆ Ativa USB Keyboard
- ◆ Ativa wireless rechargeable optical mouse
- ◆ CD-R spindle 700mb/80 minutes

- ◆ HP 61x laser toner cartridge
- ◆ HP 15a laser toner cartridge
- ◆ 8port 10/100 base tx n-way switch
- ◆ Lanyards black
- ◆ HP 49a print cartridge
- ◆ PT 1280 labeling tape
- ◆ HP 02 Yellow ink cartridge
- ◆ HP 02 Magenta ink cartridge
- ◆ HP 02 Cyan Ink cartridge
- ◆ HP 02 Black ink cartridge
- ◆ Hanging folders 1/3 cut letter size
- ◆ Small binder clips
- ◆ Large Binder Clips
- ◆ Fx7 fax laser cartridge
- ◆ General purpose box sealing tape
- ◆ Safco 2 shelf molded utility cart
- ◆ Clear report covers
- ◆ Pressboard classification folder 2 divider, 6 partitions, red/brown
- ◆ Copy paper 11x17