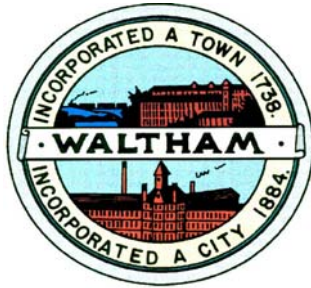


The City of Waltham



**Invites
Interested Parties
To propose the best offer and or bid
For the service or product herewith described:**

Art & Instructional Supplies, School Depart.

The bid opening will be held: Wednesday, May 15 2013 at 10:00 am

Phone: 781-314-3244, Fax: 781-314-3245

Table of Contents:

- **Invitation to Bid**
- **Intent of the Project**
- **Agreement**
- **Instructions**
- **General Conditions**
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Invitation to Bid

The City of Waltham

Purchasing Department

REQUEST FOR BID (RFB)

Under the rules of M.G.L. Chapter 30B, the Chief Procurement Officer of the City of Waltham Purchasing Department hereby requests sealed bids for:

Arts & Instructional Supplies, School Department

Price Proposals will be received at the office of the Purchasing Agent, City Hall, 610 Main Street, Waltham MA 02452, until,

Wednesday, May 15 2013 at 10:00 am

At which time and place the bids will be publicly opened and read.

Specifications and information available on line by visiting the Waltham Purchasing Department web site at www.city.waltham.ma.us/open-bids

BIDS MUST BE SIGNED AND ENCLOSED IN A SEALED ENVELOPE AND MARKED:

BID FOR: Arts and Instructional Supplies

If the Bidder is a corporation, state your correct corporate name and State of incorporation. If Bidder is a partnership, state names and addresses of partners. If Bidder is a trust or other legal entity, state correct names and addresses of trustees or names and address of those legally authorized to bid and enter into contracts.

EXCEPTION OR ALTERNATES TO SPECIFICATIONS, TERMS OF SALE, AND DISCOUNTS AVAILABLE, MUST BE INCLUDED IN THE BID PRIOR TO OPENING DATE.

Intent of Project

The School Department of the City of Waltham wishes to purchase arts and instructional supplies for the whole district.

AGREEMENT

CITY OF WALTHAM

ARTICLE 1. This agreement, made this _____ day of _____, 2012 by and between the CITY OF WALTHAM, party of the first part, hereinafter called the CITY, by its MAYOR, and

hereinafter called the CONTRACTOR.

ARTICLE 2. Witnesseth, that the parties to this agreement, each in consideration of the agreement on the part of the others herein contained, do hereby agree, the CITY OF WALTHAM for itself, and said contractor for his heirs, executors, administrators and assigns as follows:

To furnish all equipment, machinery, tools and labor, to furnish and deliver all materials required to be furnished (except as otherwise specified) and deliver in and about the project and to do and perform all work in strict conformity with the provisions of this Contract and of the Notice to Bidders, bid, Project Manual, and Drawings hereto annexed. The said Notice to Bidders, bid, Project Manual, and Drawings are hereby made a part of this contract as fully and to the same effect as if the same had been set forth at length and incorporated in the contracts.

ARTICLE 3. In consideration of the foregoing premises the CITY agrees to pay and the CONTRACTOR agrees to receive as full compensation for everything furnished and done by the CONTRACTOR under this contract, including all work required by not included in the items herein mentioned, and also for all loss or damage arising out of the nature of the work aforesaid, or from the action of the elements, or from any unforeseen obstruction or difficulty encountered in the prosecution of the work, and for all expenses incurred by or in consequence of the suspension or discontinuance of the work specified, and for well and faithfully completing the work, and the whole thereof, as herein provided, such prices as are set forth in the accompanying bid.

This Agreement entered into as of the day and year first written above.

CITY OF WALTHAM, MASSACHUSETTS

FOR THE CITY

Jeannette A. McCarthy, MAYOR,
City of Waltham
Date: _____

John B. Cervone, City Solicitor
Date: _____
APPROVED AS TO FORM ONLY

Susan Nicholson, School Superintendent
Date: _____

Joseph Pedulla, Purchasing Agent
Date: _____

Paul Centofanti, Auditor
Date: _____

I CERTIFY THAT SUFFICIENT FUNDS
ARE AVAILABLE FOR THIS CONTRACT

FOR THE COMPANY

CONTRACTOR (Signature),
Date: _____

Company

Address

Instructions

INSTRUCTIONS FOR BIDDERS

1. **READ ALL DOCUMENTS.**

Bidders should familiarize themselves with all the documents contained herein; it is mandatory that all Bids be in compliance with all the provisions contained in said documents.

2. **FORMS AND ATTACHMENTS.**

Bids are to be completed on the forms provided **ONLY** and enclosed in a sealed envelope marked on the outside "BID (title)" and the name and address of bidder. Attachments submitted in addition to the Waltham Purchasing Department produced forms may not be considered.

3. **PRINTED OR TYPED RESPONSE.**

All information must be typewritten or printed in ink, including the price the bidder offers in the space as provided on the bid form.

4. **CORRECTIONS.**

Bids that are submitted containing cross outs, white outs or erasures, will be rejected.

All corrections or modifications to the original bid are to be submitted in a separate envelope, properly marked on the outside, "CORRECTION/ MODIFICATION TO BID (title)" and submitted prior to the bid opening.

ALL DOCUMENTS SUBMITTED WITH YOUR RESPONSE WILL BE INCORPORATED INTO THE CONTRACT.

5. **PRICE IS ALL INCLUSIVE.**

Bid prices shall encompass everything necessary for furnishing all items, materials, supplies or services as specified, and in accordance with the specifications, including proper packing, cost of delivery, and in the case of services, completion of same, as per specifications.

6. **PRICE DISCREPANCY.**

In the event of a discrepancy between the Unit Price and the Extension, the Unit Price shall prevail.

7. **EXPLANATIONS, EXCEPTIONS**

Explanations, exceptions or other information pertinent to the specifications may be made in writing and included in the same envelope with the bid.

8. **BID DEPOSITS.**

Bid deposits are to be made payable to the City of Waltham. In the event that the successful bidder fails to execute a Contract within (10) days of the receipt of said contract, such security shall be retained by the city as liquidated damages. Unsuccessful bidders' deposits will be returned immediately following the award to said successful bidder.

9. **WITHDRAW.**

A Bid may be withdrawn by written request prior to the schedule for the Bid Opening. No withdrawals are permitted after the bid opening date and time. Withdrawals after the bid opening date will cause the forfeit of the bid Deposit.

10. **AWARD.**

Bids will be awarded not later than (90) ninety days after the scheduled bid opening date, unless otherwise stated, in the specifications. Unless otherwise specified, bids will be evaluated on the basis of, completeness of your RFP response, responsiveness, responsibility, best price and experience.

11. **AWARD CRITERIA.**

Qualified and responsive proposals will be evaluated based on Price, Technical, and Compliance requirements:

12. **DISCOUNTS.**

Discounts for prompt payments will be considered when making awards.

13. **TAX EXEMPT.**

Purchases by the City of Waltham is exempt from any Federal, State or Massachusetts Municipal Sales and/or Excise Taxes.

14. **SAMPLES.**

The City of Waltham may require the submission of samples either before or after the awarding of a contract. Samples are to be submitted, at no charge to the City, so as to ascertain the product's suitability. If specifically stated in the Bid that samples are required, said samples must be submitted with the Bid prior to the Official Bid Opening.

Failure to submit said samples would be cause for rejection of Bid. All samples must be called for and picked up within (30) thirty days of award or said samples will be presumed abandoned and will be disposed of.

15. **ACTIVE VENDOR LIST.**

Vendors who wish to remain on the Active Bid List must either submit a Bid, No Bid, or a letter requesting same, no later than the Official Bid Opening. This is applicable to those vendors who have received the Invitation to Bid.

16. **FUNDS APPROPRIATION.**

THE CONTRACT OBLIGATION ON BEHALF OF THE CITY IS SUBJECT TO PRIOR APPROPRIATION OF MONIES FROM THE GOVERNMENTAL BODY AND AUTHORIZATION BY THE MAYOR.

17. **THE AWARDING AUTHORITY RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS, OR ANY PART OF ANY BID, WHICH IN THE OPINION OF THE AWARDING AUTHORITY, IS IN THE BEST INTERESTS OF THE CITY OF WALTHAM.**

18. **THE TAX ATTESTATION CLAUSE, CERTIFICATION OF NON-COLLUSION AND THE CERTIFICATE OF VOTE AUTHORIZATION,** are required by statute and are an integral part of the Invitation for Bid and must be completed and signed by the person submitting the Bid, or by the person/persons who are officially authorized to do so. Failure to do so may disqualify the bid.

19. **STANDARD OF QUALITY.**

Where, in the specifications, one certain kind, type, catalog number, brand or manufacturer of material is named, it shall be regarded as the required standard of quality. Where two or more are named, these are presumed to be equal and the Bidder may select one or the other. If the Bidder proposes to offer a substitute as an equal, he shall so indicate on the Bid Form, the kind, type, catalog number, brand, or manufacturer of material that is offered as an equal, and describe where it differs from the specifications. Substituted items must be capable of performing all the functions and/or operational features described or indicated in the specifications. Failure to indicate the description of any substitute item on the Bid will be interpreted to mean that the Bidder will furnish the item or service as specified.

20. MODIFICATION.

No agreement, understanding, alteration or variation of the agreement, terms or provisions herein contained shall bind the parties, hereto unless made and executed in writing by the parties hereto.

21. ASSIGNMENT.

The final payment for work done under this Contract shall be made only after the Contractor has signed a statement under the penalty of perjury, certifying that he has completed the work described in the final estimate. Neither party hereto shall assign this Contract or sublet it in part or as a whole without the prior written consent of the other party hereto. The Contractor shall not assign any sum or sums due or becoming due to him hereunder without the prior written consent of the City.

22. DELIVERIES:

a) The Contractor shall pay all freight and delivery charges. The Waltham Purchasing Department does not pay for shipping and packaging expenses. Items must be delivered as stipulated in the specifications. All deliveries must be made to the inside of city buildings. Sidewalk deliveries will not be accepted. City personnel are not required to assist in the deliveries and contractors are cautioned to notify their shippers that adequate assistance must be provided at the point of delivery, when necessary.

b) All items of furniture must be delivered inside the building, set up, in place and ready for use. Deliveries are to be made between the hours of 8:30 a.m. and 3:00 p.m., Monday through Friday, except on holidays.

c) All damaged items, or items which do not comply with specifications will not be accepted and title therefore will not vest to the Waltham Purchasing Department until such items are accepted and signed for, in good order, by the receiving department.

d) The contractor must replace, without further cost to the Waltham Purchasing Department, such damaged or non-complying items before payment will be made.

23. LABELING.

All packages cartons or other containers must be clearly marked with (a) building and room destination; (b) description of contents of item number from specifications; (c) quantity; (d) City of Waltham Purchase Order Number and (e) Vendor's name and order number.

24. GUARANTEES.

Unless otherwise stipulated in the specifications, furniture, equipment and similar durable items shall be guaranteed by the contractor for a period of not less than one year from the date of delivery and acceptance by the receiving department. In addition, the manufacturer's guarantee shall be furnished. Any items provided under this contract which are or become defective during the guarantee period shall be replaced the contractor free of charge with the specific understanding that all replacements shall carry the same guarantee as the original equipment. The contractor shall make such replacement immediately upon receiving notice from the Purchasing Agent.

25. SINGLE VENDOR.

The Waltham Purchasing Department desires to award a single contract based on the Grand Total Price. However, where applicable, the City reserves the right to make multiple awards on a unit price basis if, in the opinion of the Waltham Purchasing Department, it is in the best interest of the Waltham Purchasing Department.

26. CHANGE ORDERS.

Change orders are not effective until, if, as and when signed by the Mayor and no work is to commence until the change orders are fully executed.

28. BID OPENING INCLEMENT WEATHER

If, at the time of the originally scheduled bid opening, City Hall is closed to inclement weather or another unforeseeable event, the bid opening will be extended until 2:00 PM on the next normal business day. Bids will be accepted until that date and time.

GENERAL CONDITIONS

GENERAL CONDITIONS

1. INFORMATION

All information shall come from the Office of the City Purchasing Agent. The Contractor shall inquire at this office for any information needed. Wherever the words "or equal as approved" are used, it is to be understood that the opinion of the City Purchasing Agent shall govern.

2. SUITS

The Contractor shall assume defense of and shall indemnify and hold the City and its agents harmless from all suits and claims against the City and its sub-contractors arising from the use of any invention, patent right labor or employment, or from any act of omission or neglect of the City, its agents, employees or any subcontractor in performing the work, under this contract.

3. LAWS AND REGULATIONS

The Contractor shall conform to all the applicable rules, regulations, laws and ordinances of the City of Waltham, the Commonwealth of Massachusetts, the United States of America and all agencies having jurisdiction over this contract.

4. PROTECTION OF PROPERTY

The Contractor shall take all proper precautions to protect the City's property from damage and unnecessary inconvenience. Any City property damaged by the Contractor in carrying out the provisions of this contract shall be restored to its original condition, by and at the expense of the Contractor.

5. PROTECTION OF PERSONS

The Contractor shall take all proper precautions to protect persons from injury, unnecessary inconvenience, and shall be responsible for his failure to do so. The Contractor agrees to hold the City harmless from any and all liabilities of every nature and description, which may be suffered through bodily injury, including death, to any person, by reason of negligence of the Contractor, his agents or employees, or any subcontractor.

6. CONTRACT DURATION.

This contract is for the period of one year from July 1, 2013 through June 30, 2014.

7. INSURANCE

A. WORKMAN'S COMPENSATION: The Contractor shall provide by insurance for the payment of compensation and furnishing of other benefits under Chapter 152 of the General Laws of the Commonwealth of Massachusetts to all persons to be employed under this contract, the premiums for which shall be paid by the Contractor.

B. COMPREHENSIVE GENERAL LIABILITY

Bodily Injury:	\$1,000,000 Each Occurrence
	\$2,000,000 Aggregate
Property Damage:	\$1,000,000 Each Occurrence
	\$2,000,000 Aggregate

C. AUTOMOBILE (VEHICLE) LIABILITY

Bodily Injury	\$2,000,000 Each Occurrence
Property Damage	\$1,000,000 Aggregate

D. UMBRELLA POLICY

General liability	\$1,000,000
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Your bid response must include a Certificate of Insurance with the above limits as a minimum. In addition, the Certificate of Insurance must have the following text contained in the bottom left box of the Certificate: **"The City of Waltham is a named Additional Insured for General Liability and excluding Automobile and Workmen Compensation"**. The Certificate of Insurance must be mailed directly to:

Office of the Purchasing Agent
Purchasing Department
City of Waltham
610 Main Street
Waltham, MA 02452

A LETTER FROM A SURETY COMPANY CERTIFYING THAT THE CONTRACTOR IS QUALIFIED AND CAPABLE OF OBTAINING THE ABOVE BONDS MUST BE INCLUDED WITH HIS/HERS BID.

8. PERSONNEL:

The Contractor shall employ a competent supervisor and all properly licensed personnel necessary to perform the services required in this contract. The City Purchasing Agent shall have the right to require the Contractor to remove and/or

replace any of the personnel for nonperformance or for unprofessional behavior. The City Purchasing Agent may require the Contractor to submit a weekly performance record of the areas and of the work performed, on forms approved by the City Purchasing Agent. The Contractor or his supervisor shall be available to inspect such work as required by the City Purchasing Agent.

9. **MATERIALS**

The City or its Agent reserves the right to approve or reject any supplies, material or equipment used by the Contractor. The Contractor agrees to replace any supplies, material or equipment used by the Contractor. The Contractor agrees to replace any rejected supplies, materials or equipment, to the satisfaction of the City or its Agents.

10. **TERMINATION OF CONTRACT**

This contract may be terminated by the City upon deliverance to the Contractor of a five-day written notice of said termination.

11. **CONTRACT OBLIGATIONS**

Contract obligations on behalf of the City are subject to an annual appropriation to cover the contract obligation.

12. **BIDDER EXPERIENCE EVALUATION**

Each bidder shall submit with his bid, all the information relative to their experience and qualifications in performing the work required under this contract and shall have been in business for a minimum of five (5) years, in order for their bid to be considered.

15. **NOT-TO-EXCEED AMOUNT**

The bid amount proposed in your company's response is a "not-to- Exceed" amount unless the City makes changes, in writing, to the scope of work to be performed. The Change Order must be signed and approved by the City's Purchasing Agent, City Auditor, Law Department and the Mayor prior to the commencement of the change order work. No work is to begin until the proper approvals have been obtained. A change order will be priced at the unit price. Failure to comply with this procedure will result in the cancellation of the contract and the non-payment of services provided.

16. FINANCIAL STATEMENTS.

The City may require, within five (5) days after the bid opening, a complete and detailed Financial Statement prepared by a Certified Public Account, to determine a bidder's financial stability.

17 BREACH OF CONTRACT/ NON PERFORMANCE

If the Contractor shall provide services in a manner, which is not to the satisfaction of the City, the City may request that the Contractor refurnish services at no additional cost to the City until approved by the City. If the Contractor shall fail to provide services, which are satisfactory to the City, the City in the alternative may make any reasonable purchase or Contract to purchase services in substitution for those due from the Contractor. The City may deduct the cost of any substitute Contract for nonperformance of services together with incidental and consequential damages from the Contract price and shall withhold such damages from sums due or to become due to the Contractor. If the damages sustained by the City exceed sums due or to become due, the Contractor shall pay the difference to the City upon demand. The Contractor shall not be liable for any damages sustained by the City due to the Contractor's failure to furnish services under the terms of this Contract if such failure is in fact caused by the occurrence of a contingency the nonoccurrence of which was a basic assumption under which this Contract was made, including a state of war, embargoes, expropriation of labor strike or any unanticipated federal, state or municipal governmental regulation of order, provided that the Contractor has notified the City in writing of such cause within seven (7) days after its occurrence.

18 RIGHT TO AUDIT

The City of Waltham has the right to review and audit documents related to this contract. This right extends to any subcontractor, supplier or other entity used by the prime contractor to fulfill the obligations under this contract.

19. CITY ORDINANCE. APPROVAL OF CONTRACTS BY MAYOR, SEC. 3-12 OF THE CITY ORDINANCES.

All contract made by any department, board or commission where the amount involved is two thousand dollars (\$2,000) or more shall be in writing, and no such contract shall be deemed to have been made or executed until the approval of the Mayor is affixed thereto. Any construction contract shall, and all other contracts may, where the contract

exceed five thousand dollars (\$5,000) be required to be accompanied by a bond with sureties satisfactory to the Mayor.

NOTE

Failure to submit any of the required documents, in this or in other sections, with your bid response package may cause the disqualification of your proposal

Specifications

See Price Spreadsheet

DELIVERY LOCATIONS, Arts & Instructional Supplies

Ordered items will be shipped to one (1) CENTRAL location.

1. Supply Room & Waltham High School, 617 Lexington St., Waltham 02452

Please note all products must be Latex-Free.

Compliance

(Required Documents.)

Compliance

The compliance documents in this section must be completed, signed and returned with your bid package.

Purchasing Department

City of Waltham
610 Main Street
Waltham, MA 02452

Failure to submit the completed documents will cause the disqualification of the proposal.

Section Index

Check when Complete

- Non-collusion form and Tax Compliance form..... _____
- Corporation Identification Form..... _____
- Certificate of Vote Authorization..... _____
- Certificate of Insurance (showing all limits of WC &GL)..... _____
- Three (3) References..... _____
- Debarment Certificate _____

Your Company's Name: _____

Service or Product Bid _____

NOTE: Failure to submit any of the required documents, in this or in other sections, with your bid response package may cause the disqualification of your proposal.

NON-COLLUSION FORM AND TAX COMPLIANCE FORM

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity or group of individuals. The undersigned certifies that no representations made by any City officials, employees, entity, or group of individuals other than the Purchasing Agent of the City of Waltham was relied upon in the making of this bid

_____, _____
(Signature of person signing bid or proposal) Date

(Name of business)

TAX COMPLIANCE CERTIFICATION

Pursuant to M.G.L. c. 62C, & 49A, I certify under the penalties of perjury that, to the best of my knowledge and belief, I am in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

_____, _____
Signature of person submitting bid or proposal Date

Name of business

NOTE

Failure to submit any of the required documents, in this or in other sections, with your bid response package may cause the disqualification of your proposal.

CERTIFICATE OF VOTE OF AUTHORIZATION

Date:

I _____, Clerk of _____ hereby certify that at a meeting of the Board of Directors of said Corporation duly held on the _____ day of _____ at which time a quorum was present and voting throughout, the following vote was duly passed and is now in full force and effect:

VOTED: That _____ (*name*) is hereby authorized, directed and empowered for the name and on behalf of this Corporation to sign, seal with the corporate seat, execute, acknowledge and deliver all contracts and other obligations of this Corporation; the execution of any such contract to be valid and binding upon this Corporation for all purposes, and that this vote shall remain in full force and effect unless and until the same has been altered, amended or revoked by a subsequent vote of such directors and a certificate of such later vote attested by the Clerk of this Corporation.

I further certify that _____ is duly elected/appointed _____ of said corporation

SIGNED:

(Corporate Seal)

Clerk of the Corporation:

Print Name: _____

COMMONWEALTH OF MASSACHUSETTS

County of _____

Date:

Then personally appeared the above named and acknowledged the foregoing instrument to be their free act and deed before me, _____

Notary Public;

My Commission expires: _____

CORPORATION IDENTIFICATION

The bidder for the information of the Awarding Authority furnishes the following information.

If a Corporation:

Incorporated in what state _____

President _____

Treasurer _____

Secretary _____

Federal ID Number _____

If a foreign (out of State) Corporation – Are you registered to do business in Massachusetts?

Yes _____, No _____

If you are selected for this work you are required under M.G.L.ch. 30S, 39L to obtain from the Secretary of State, Foreign Corp. Section, State House, Boston, a certificate stating that you Corporation is registered, and furnish said certificate to the Awarding Authority prior to the award.

If a Partnership: (Name all partners)

Name of partner _____

Residence _____

Name of partner _____

Residence _____

If an Individual:

Name _____

Residence _____

If an Individual doing business under a firm's name:

Name of Firm _____

Name of Individual _____

Business Address _____

Residence _____

Date _____

Name of Bidder _____

By _____

Signature

Title

Business Address _____ (POST OFFICE BOX NUMBER NOT ACCEPTABLE)

City

State

Telephone Number

Today's Date

PROVIDE THREE (3) SERVICE APPROPRIATE REFERENCES

1. Company Name:

Address:

Contact Name:

Phone #

Type of service/product provided to this Company:

Dollar value of service provided to this Company:

2. Company Name:

Address:

Contact Name:

Phone #

Type of service/product provided to this Company:

Dollar value of service provided to this Company:

3. Company Name:

Address:

Contact Name:

Phone #

Type of service/product provided to this Company:

Dollar value of service provided to this Company:

NOTE

Failure to submit any of the required documents, in this or in other sections, with your bid response package will be cause for the disqualification of your company.

DEBARMENT CERTIFICATION

In connection with this bid and all procurement transactions, by signature thereon, the respondent certifies that neither the company nor its principals are suspended, debarred, proposed for debarment, declared ineligible, or voluntarily excluded from the award of contracts, procurement or non procurement programs from the Commonwealth of Massachusetts, the US Federal Government and /or the City of Waltham. "Principals" means officers, directors, owners, partners and persons having primary interest, management or supervisory responsibilities with the business entity.

Vendors shall provide immediate written notification to the Purchasing Agent of the City of Waltham at any time during the period of the contract of prior to the contract award if the vendor learns of any changed condition with regards to the debarment of the company or its officers. This certification is a material representation of fact upon which reliance will be placed when making the business award.

If at any time it is determined that the vendor knowingly misrepresented this certification, in addition to other legal remedies available to the City of Waltham, the contract will be cancelled and the award revoked.

Company Name _____

Address _____

City _____, State _____, Zip Code _____

Phone Number (____) _____

E-Mail Address _____

Signed by Authorized Company Representative:

Print name _____

Date _____

BID PRICE FORM

(Follows)

PLEASE NOTE ALL PRODUCTS MUST BE LATEX FREE

My Company recognizes receipt of addenda number: _____

Company: _____

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
1	13 rolls Bulletin Board Kraft Paper, 50 lb., 36" x 500' rolls White			
2	12 rolls Bulletin Board Kraft Paper, 50 lb., 36" x 500' rolls Yellow			
3	12 rolls Bulletin Board Kraft Paper, 50 lb., 36" x 500' rolls Green			
4	17 rolls Bulletin Board Kraft Paper, 50 lb., 36" x 500' rolls Blue			
5	20 each Class Record Books Elan's R1035 NO SUBSTITUTIONS			
6	50 each Class Record Books King Edition NO SUBSTITUTIONS			
7	100 each Clip Boards, 9" X 15-1/2"			
8	100 cases Composition book, 40 pages, 7" X 8-1/2", White 16 paper for ink and pencil (144/case)			
9	20 each Quadrule Notebooks 3-Hole Punched, 4 Squares per Inch			
10	60 pkg. Printer Labels, Avery 5160, Address Labels Multi Print / Laser Inkjet 1"x 2 5/8"			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
11	700 each Correcting Fluid, for typewritten, handwritten, fax and photocopy corrections (multi-fluid) (6 fl.oz. bottles)			
12	300 each Daily Plan Book, for elementary and secondary teachers, 9" X 11" Warwick by Mainco or equal			
13	6 cases Envelopes, Manila, 6-1/2 x 9-1/2", clasp (100/bx) (10 bx/cs)			
14	10 cases Envelopes, Manila, 10 x 13" clasp (100/bx) (5 bx/cs)			
15	5 cases Envelopes, White, 4-1/8" x 9-1/2" letter size 10, sub 24 (500/bx) (5 bx/cs)			
16	1000 each Eraser, Laminate Board Eraser, Dry-erase			
17	240 each White-Board Cleaner, 8 oz Spray Bottles For Dry Erase Whiteboards			
18	360 boxes Eraser, Papermate, Pink Pearl Soft, pliable, beveled at both ends 2" long 5/8" wide (36/box) NO SUBSTITUTIONS			
19	75 cases Folders, Manila file, 9-1/2" x 11-3/4" 11 point, heavy weight, assorted positions 1/3 cut (5 bx/cs)			
20	15 cases Folders, hanging file, fifth cut with tabs (25/box) (10 bx/cs)			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
21	12 each Frames for hanging file folders			
22	15 cases Folders, green pressboard, plain self tabs, Smead No. 403, 1/3 cut (5 bx/cs)			
23	25 each Heavy-Duty Expandable Folders 5 1/4 expansion LETTER SIZE			
24	20 cases Index Cards, 3" x 5" horizontal ruled, white 8 point Broadway Grade Oxford or equal (72 pks / case)			
25	5 cases Index Cards, 4" x 6" horizontal ruled, white 8 point Broadway Grade Oxford or equal (72 pks / case)			
26	2 cases Index Cards, 5" x 8" horizontal ruled, white 8 point Broadway Grade Oxford or equal (72 pks / case)			
27	10 cases Paper, Arithmetic, Manila, 6" X 9", unruled, Sub 14 (20 pkgs/cs)			
28	10 cases Paper, Arithmetic, Manila, 9" X 12", unruled, Sub 14 (20 pkgs/cs)			
29	20 reams Paper, Big Picture Story Paper, White, 30 lbs. newsprint, 9" x 12", 1/2" Alternate Dotted (500 sheets/ream)			
30	50 pads Paper, Easel Pads, 24" x 32", ruled 1" short way			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
31	5 cases Paper, White, Legal Ruled S.W., 8-1/2 x 11 (50sheets/pad)(12pads/pkg)			
32	20 cases Paper, Composition, manila 8" X 10-1/2" ruled 3/8" s.w., Sub 16 suitable for pen and ink (10 pk/cs)			
33	20 cases Paper Composition, manila 8-1/2" X 11" ruled 1/2" s.w., Sub 16 for pen and ink (10 pk/cs)			
34	10 cases Paper Composition, White 8-1/2" X 11" ruled 1/2" s.w., Sub 16 for pen and ink (10 pk/cs)			
35	100 cases Paper Composition White 8-1/2" X 11" ruled 3/8" s.w., Sub 16 suitable for pen and ink (10 pk/cs)			
36	5 cases Paper, Graph quadrlle 8-1/2" X 11" ruled 1/2", sub 20, white (10 pkg/cs)			
37	10 cases Paper, Graph quadrlle 8-1/2" X 11" ruled 1/4", sub 20, white (10 pkg/cs)			
38	48 pkgs. Paper Chart, Ruled Tag Chart, 24" X 36", 2 hole punch (36 sheets/pkg)			
39	100 pads Paper Chart, 18" X 24", Ruled s.w. (100 sheets/pd)			
40	100 pads Paper Chart, 24" X 18", ruled l.w. (100 sheets/pd)			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
41	10 cases Paper Clips, Jumbo, White trim finish, Gem or equal (12 packs of 1000 / case)			
42	20 cases Paper Clips, Size 1 standard, 036 gauge wire, White tinned finish, Gem or equal (12 packs of 1000 / case)			
43	60 boxes Paper Fasteners, 1/2" size (100/bx)			
44	60 boxes Paper Fasteners, 1" size (100/bx)			
45	12 each Paper Punch/hand held 1/4" round die			
46	62 each Paper Punch, Boston Economy 3-Hole Punch			
47	60 bags Pencil Grips, Grip-Rite Grippers; 3 sided gripper (25/bag)			
48	40 cases Pencils, Hexagon, yellow finish, gilt tip, red eraser, # 2, Dixon Ticonderoga or equal (18 boxes of 144 / case)			
49	151 boxes Pencils, Primary, 13/32" (72/box)			
50	27 dozen Pencils, drawing, artist quality, as Turquoise, or Derwent brand, HB			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
51	27 dozen Pencils, drawing, artist quality, as Turquoise, or Derwent brand, 2B			
52	12 dozen Pencils, drawing, artist quality, as Turquoise, or Derwent brand, 6B			
53	30 dozen Design Ebony Pencil			
54	200 boxes Pens, Elementary, medium point with cap, visible ink supply Blue, Paper Mate sample (12/box)			
55	200 boxes Pens, Elementary, medium point with cap visible ink supply Black, Paper Mate sample (12/box)			
56	100 boxes Pens, elementary, medium point with cap visible ink supply Red, Paper Mate sample (12/box)			
57	25 cases Portfolios, Pocket, 9" x 12", Multi Colored (25/box / 5 bx per case)			
58	10 cases Portfolios, Pocket, 9" x 12", RED ONLY With Fasteners (25/box / 5 bx per case)			
59	10 cases Portfolios, Pocket, 9" x 12", YELLOW ONLY With Fasteners (25/box / 5 bx per case)			
60	10 cases Portfolios, Pocket, 9" x 12", GREEN ONLY With Fasteners (25/box / 5 bx per case)			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
61	10 cases Portfolios, Pocket, 9" x 12", BLUE ONLY With Fasteners (25/box / 5 bx per case)			
62	10 cases Portfolios, Pocket, 9" x 12", MULTI COLORED With Fasteners (25/box / 5 bx per case)			
63	1 cases Post-It-Note pads, yellow 1-1/2" X 2" (12 pads/pkg) 18 dozen/case			
64	10 cases Post-It-Note pads, yellow 3" X 3" (12pads/pkg) 18 dozen/case			
65	5 cases Post-It-Note pads, yellow 3" X 5" (12pads/pkg) 18 dozen/case			
66	100 pkgs Push Pins, plastic, assorted colors (100/box)			
67	25 pkgs. Reading Sentence Strips, manila tag, 3" x 24" (100 strips/pkg)			
68	25 boxes Rubber bands, 1/2 lb. box, assorted sizes			
69	50 boxes Rulers, Clear Plastic, No Hole metric scale, double beveled edge (4 doz/box)			
70	30 each Protractors, clear plastic, 6 inches, 180 degrees			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
71	12 each Sharpeners, pencil, equipped with revolving dial, nickel plated with metal receptacle			
72	105 each Sharpeners, pencil, electric, Panasonic or equal			
73	100 each Shears, 7" long life nickel plated blades w/black enamel handles, made in USA			
74	300 each Stapler, Bostitch B-8 machine w/attached staple remover			
75	2 cases Staples, Bostitch B8-STCRP 2115, 1/4" (5000/bx) (100 boxes / per case)			
76	150 each Stapler, Heavy Duty, Swingline 747 or equal			
77	2 cases Staples, Heavy Duty, Swingline 747 (5000/bx) 25 per box / 4 per case			
78	2 Cases Tape, Cellulose 1/2" X 500' transparent w/plastic dispenser 12 boxes / per case			
79	30 each Tape dispenser, heavy duty, for 1" tape core; sturdy metal with non-slip bottom 3/4 inch wide			
80	100 each Tape, scotch magic transparent 1296" roll with 1" core			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
81	24 each Waste Basket, 14" high, Plastic with rolled top and bottom, fire safe			
82	26 each Brushes, Water color #2, camel hair with polished handles			
83	51 each Brushes, Water color #5, camel hair with polished handles			
84	26 each Brushes, Water color, #7, camel hair with polished handles			
85	48 sets Brushes, Bamboo Set of 5			
86	25 each Brushes, Blended Red Sable #3, Round, for water color seamless, polished nickel ferrules, short handle			
87	25 each Brushes, Acrylic Nylon Brushes #10, flat, long handle seamless metal ferrule, wood laquered handles			
88	73 dozen Brushes, Thin FLH Wolkng 527-3			
89	144 sets Brushes, Brisel Bright, Dick Blick Economy 6 Brush Set Sizes 0, 1, 2, 4, 6 & 8			
90	7 boxes Charcoal, compressed, Prismacolor SOFT No Substitutions (25/box)			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
91	124 boxes Clay, Lo Fire WHITE, cone 06-04, 50 lb box BID WITH SHIPPING COST (50 lb./bx)			
92	80 boxes Clay, Lo Fire RED, cone 06-04, 50 lb box BID WITH SHIPPING COST (50 lb./bx)			
93	6 each Glaze, Amoco F-Series cone 05, pint jar, F-1, jet black			
94	7 each Glaze, Amoco F-Series cone 05, pint jar, F-58, red			
95	9 each Glaze, Amoco F-Series cone 05, pint jar, F-22 Royal Blue			
96	3 each Glaze, Amoco F-Series cone 05, pint jar, F-25 turquoise			
97	3 each Glaze, Amoco F-Series cone 05, pint jar, F-55 pink			
98	4 each Glaze, Amoco F-Series cone 05, pint jar, F-30 chocolate			
99	2 each Glaze, clear transparent, Amoco LG -10, gallon			
100	6 each Underglaze, Gare, pint, UG-2113 Holly			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
101	6 each Underglaze, Gare, UG-2301 Smiley Face Yellow			
102	6 each Underglaze, Gare, UG-2119 Star Blue			
103	6 each Underglaze, Gare, UG-2126 Rose Fantasy			
104	1 dozen Glaze, Speedball White			
105	1 dozen Glaze, Speedball Yellow			
106	1 dozen Glaze, Speedball Yellow Orange			
107	1 dozen Glaze, Speedball Chartuese			
108	1 dozen Glaze, Speedball Grass Green			
109	1 dozen Glaze, Speedball Pine			
110	1 dozen Glaze, Speedball Aqua			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
111	1 dozen Glaze, Speedball Sea Blue			
112	1 dozen Glaze, Speedball Med Blue			
113	1 dozen Glaze, Speedball Royal Blue			
114	1 dozen Glaze, Speedball Purple			
115	1 dozen Glaze, Speedball pink			
116	1 dozen Glaze, Speedball Orange			
117	1 dozen Glaze, Speedball Red			
118	6 each Underglaze, Amaco Tulip Red			
119	6 each Underglaze, Amaco Marigold Orange			
120	6 each Underglaze, Amaco Dafodil Yellow			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
121	6 each Underglaze, Amaco Zinnia Orange			
122	6 each Underglaze, Amaco Snap Dragon			
123	6 each Underglaze, Amaco Clover Green			
124	6 each Underglaze, Amaco Pencil Black			
125	6 each Trans Matte Glaze, Amaco (cone 04)			
126	34 each Model Magic, Crayola Model Magic, White (2 lb. buckets)			
127	116 sets Colored Pencils, Professional quality, PRISMACOLOR set of 24 - NO SUBSTITUTE			
128	22 cases Colored Pencils, Crayola watercolor pencils, non-toxic, thick set of 24 24 boxes / case			
129	68 sets Multicultural Pencils, Crayola 8 count			
130	48 sets Write Start Colored Pencils, Crayola 8 count			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
131	43 cases Crayons, 4" X 7/16", lift lid cardboard box, Crayola #336 (16/bx, 72 boxes/cs)			
132	31 cases Crayons, 4" X 7/16", lift lid cardboard box, Crayola #388 (8/bx, 35 boxes/cs)			
133	20 boxes Crayola, Const. Paper Crayon Classpacks 160 Large size crayons in 8 popular colors			
134	147 sets Sakur Cray Pas Non-Toxic Square Color Sticks, 2-1/2" long, 3/8" thick, 25 assorted colors per set			
135	175 boxes Cray Pas Non-Toxic Junior Artist 25 Colors			
136	11 boxes Conte Crayon, BLACK B 12/box			
137	5 boxes Conte Crayon, WHITE 12/box			
138	3 boxes Conte Crayon, Bistre 12/box			
139	10 box Eraser, white vinyl, Staedler 1 1/2 x 3 x 1/2 box of 12			
140	29 cases Glue, Elmer's White or equal, 8 oz. plastic squeeze bottle (24/cs)			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
141	28 cases Glue, Elmer's White or equal, 4 oz. plastic squeeze bottle (48/cs)			
142	20 boxes Glue Sticks, 275 oz. (12/bx) 144 / case			
143	14 each Glue Gun, Surebonder Low Temp Full Size			
144	45 boxes Glue Gun Sticks, 10" Standard Sticks			
145	1 pkgs. Ink, Higgins Systematic Assorted, 1 oz. bottles (18/pkg)			
146	55 each Markers, Sharpie, BLACK FINE Point No Substitutions			
147	40 each Markers, Sharpie, BLACK THICK No Substitutions			
148	17 gross Markers, Sanford Expresso, Black, Permanent, Bold Point, .8" line width No Substitutions			
149	16 gross Markers, Sanford Expresso, Black, Permanent, Fine Point, .8" line width No Substitutions			
150	84 Markers, Artline, Water-soluble, Watercolor, Non-Toxic, 12 colors, bullet shaped - No Fanuiel No Substitutions			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
151	10 boxes Markers, Living Colors, Waterbase Bulk Pack, 200 Markers, (24 each of eight basic colors with bonus of eight additional black markers)			
152	54 sets Markers, Sergeant Art Fine Tip, Washable (30 color)			
153	30 cases Masking Tape, 1" X 60 yard roll, tight sticking, 3M or equal Tape #234 (36 rolls/cs)			
154	27 cases Masking Tape, 2" X 60 yard roll, tight sticking, 3M or equal Tape #234 (36 rolls/cs)			
155	3 cases Oak Tag, 9" X 12", 100 sheets/pkg, Manila (16 pkgs/cs) No Sub			
156	2 cases Oak Tag, 9" X 12", 100 sheets/pkg, Black (16 pkgs/cs) No Sub			
157	1 cases Oak Tag, 12" X 18", 100 sheets/pkg, Black (8 pkgs/cs)			
158	2 cases Oak Tag, 9" X 12", 100 sheets/pkg, White (8 pkgs/cs)			
159	1 cases Oak Tag, 12" X 18", 100 sheets/pkg, White (8 pkgs/cs)			
160	22 cases Oak Tag, 18" X 24", 100 sheets/pkg, White (5 pkgs/cs)			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
161	15 cases Construction Paper, 9" X 12", Orange (20 pk/cs)			
162	15 cases Construction Paper, 9" X 12", Yellow (20 pk/cs)			
163	25 cases Construction Paper, 9" X 12", Green (20 pk/cs)			
164	25 cases Construction Paper, 9" X 12", Blue (20 pk/cs)			
165	26 cases Construction Paper, 9" X 12", Red (20 pk/cs)			
166	16 cases Construction Paper, 9" X 12", Black (20 pk/cs)			
167	10 cases Construction Paper, 9" X 12", Violet (20 pk/cs)			
168	32 cases Construction Paper, 9" X 12", Bright White (20 pk/cs)			
169	10 cases Construction Paper, 9" X 12", Brown (20 pk/cs)			
170	25 cases Construction Paper, 9" X 12", Pink (20 pk/cs)			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
171	29 cases Construction Paper, 12" X 18", Yellow (10 pk/cs)			
172	25 cases Construction Paper, 12" X 18", Pearl Gray (10 pk/cs)			
173	16 cases Construction Paper, 12" X 18", Green (10 pk/cs)			
174	16 cases Construction Paper, 12" X 18", Blue (10 pk/cs)			
175	17 cases Construction Paper, 12" X 18", Black (10 pk/cs)			
176	15 cases Construction Paper, 12" X 18", Orange (10 pk/cs)			
177	25 cases Construction Paper, 12" X 18", Bright White (10 pk/cs)			
178	10 cases Construction Paper, 12" X 18", Violet (10 pk/cs)			
179	5 cases Construction Paper, 12" X 18", Brown (10 pk/cs)			
180	35 cases Construction Paper, 12" X 18", Red (10 pk/cs)			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
181	10 cases Construction Paper, 12" X 18", Pink (10 pk/cs)			
182	29 cases Construction Paper, 12" X 18", Assorted Colors (10 pk/cs)			
183	11 cases Construction Paper, 18" X 24", White Sulfite (50/pkg)			
184	4 pack Construction Paper, TRU-RAY, 18" x 24", Assorted colors 50 sheets / package			
185	2 pkgs. Construction Paper, 18" X 24", acid free Tru-Ray, non fade, 100% sulfite (50 sheets/pkg) Bright Yellow			
186	13 pkgs. Construction Paper, 18" X 24", acid free Tru-Ray, non fade, 100% sulfite (50 sheets/pkg) Pumpkin			
187	2 pkgs. Construction Paper, 18" X 24", acid free Tru-Ray, non fade, 100% sulfite (50 sheets/pkg) Shocking Pink			
188	7 pkgs. Construction Paper, 18" X 24", acid free Tru-Ray, non fade, 100% sulfite (50 sheets/pkg) Festive Green			
189	2 pkgs. Construction Paper, 18" X 24", acid free Tru-Ray, non fade, 100% sulfite (50 sheets/pkg) Brilliant Lime			
190	2 pkgs. Construction Paper, 18" X 24", acid free Tru-Ray, non fade, 100% sulfite (50 sheets/pkg) Turquoise			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
191	14 pkgs. Construction Paper, 18" X 24", acid free Tru-Ray, non fade, 100% sulfite (50 sheets/pkg) Black			
192	7 pkgs. Construction Paper, 18" X 24", acid free Tru-Ray, non fade, 100% sulfite (50 sheets/pkg) Red			
193	7 pkgs. Construction Paper, 18" X 24", acid free Tru-Ray, non fade, 100% sulfite (50 sheets/pkg) Royal Blue			
194	5 pkgs. Construction Paper, 18" X 24", acid free Tru-Ray, non fade, 100% sulfite (50 sheets/pkg) Brown			
195	7 pkgs. Construction Paper, 18" X 24", acid free Tru-Ray, non fade, 100% sulfite (50 sheets/pkg) Purple			
196	11 cases Drawing Paper, 9" X 12", Manila, 80 lbs. (500 sheets/pkg) (6 pkg/cs)			
197	7 cases Drawing Paper, 12" X 18", Manila, 80 lbs. (500 sheets/pkg) (4 pkgs/cs)			
198	36 cases Drawing Paper, 9" x 12" White, 100% Sulfite No recycled Paper 80 lbs (500 sheets/ream)			
199	71 cases Drawing Paper, 12" x 18" White, 100% Sulfite No recycled Paper 80 lbs (500 sheets/ream)			
200	1 dozen Paint semi-moist Boxes, Watercolor set, oval, 16 color set PRANG no substitutions			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
201	1 cases Paint Boxes, semi-moist, oval set, 8 colors PRANG no substitutions (72/case)			
202	64 each Paint Boxes, Watercolor sets, seven whole pans: Black, Primary Blue, Turquoise Blue, Red Orange, Red Violet Primary Yellow (2)			
203	4 cases Poster Paint, Artista, White, 16 fl. oz. wide mouth plastic jar Crayola or equal Not Washable (1 doz/case)			
204	12 cases Poster Paint, Artista, Red, 16 fl. oz. wide mouth plastic jar, Crayola or equal Not Washable (1 doz/case)			
205	3 cases Poster Paint, Artista, Yellow, 16 fl. oz. wide mouth plastic jar, Crayola Not Washable (1 doz/case)			
206	11 cases Poster Paint, Artista, Blue, 16 fl. oz. wide mouth plastic, jar Crayola Not Washable (1 doz/case)			
207	1 cases Poster Paint, Artista, Orange, 16 fl. oz. wide mouth plastic Crayola Not Washable (1 doz/case)			
208	4 cases Poster Paint, Artista, Brown, 16 fl. oz. wide mouth plastic jar Crayola Not Washable (1 doz/case)			
209	2 cases Poster Paint, Artista, Purple, 16 fl. oz. wide mouth plastic jar Crayola Not Washable (1 doz/case)			
210	5 doz. Acrylic Paint, Crayola, Portfolio Series, Light Yellow non-toxic, water resistant (pint bottles) No Substitutions			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
211	4 doz. Acrylic Paint, Crayola, Portfolio Series, Burnt Umber non-toxic, water resistant (pint bottles) No Substitutions			
212	4 doz. Acrylic Paint, Crayola, Portfolio Series, Bronze Yellow non-toxic, water resistant (pint bottles) No Substitutions			
213	7 doz. Acrylic Paint, Crayola, Portfolio Series, Deep Red non-toxic, water resistant (pint bottles) No Substitutions			
214	4 doz. Acrylic Paint, Crayola, Portfolio Series, Brilliant Yellow non-toxic, water resistant (pint bottles) No Substitutions			
215	4 doz. Acrylic Paint, Crayola, Portfolio Series, Deep Magenta non-toxic, water resistant (pint bottles) No Substitutions			
216	5 doz. Acrylic Paint, Crayola, Portfolio Series, Light Red non-toxic, water resistant (pint bottles) No Substitutions			
217	6 doz. Acrylic Paint, Crayola, Portfolio Series, Black non-toxic, water resistant (pint bottles) No Substitutions			
218	5 doz. Acrylic Paint, Crayola, Portfolio Only, Warm Blue non-toxic, water resistant (pint bottles) No Substitutions			
219	1 doz. Acrylic Paint, Crayola, Portfolio Only, Bright Yellow non-toxic, water resistant (pint bottles) No Substitutions			
220	8 doz. Acrylic Paint, Crayola, Portfolio Only, White non-toxic, water resistant (pint bottles) No Substitutions			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
221	6 doz. Acrylic Paint, Crayola, Portfolio Only, Ultra Marine Blue non-toxic, water resistant (pint bottles) No Substitutions			
222	4 doz. Tempera Paint, White, tempera-brilliant color that dries to a shiny enamel finish, adheres to most surfaces, non-toxic (pint bottles) No Substitutions			
223	6 doz. Tempera Paint, Blue, tempera-brilliant color that dries to a shiny enamel finish, adheres to most surfaces, non-toxic (pint bottles) No Substitutions			
224	3 doz. Tempera Paint, Red, tempera-brilliant color that dries to a shiny enamel finish, adheres to most surfaces, non-toxic (pint bottles) No Substitutions			
225	3 doz. Tempera Paint, Yellow, tempera-brilliant color that dries to a shiny enamel finish, adheres to most surfaces, non-toxic (pint bottles) No Substitutions			
226	2 doz. Tempera Paint, Black, tempera-brilliant color that dries to a shiny enamel finish, adheres to most surfaces, non-toxic (pint bottles) No Substitutions			
227	1 doz. Tempera Paint, Green, tempera-brilliant color that dries to a shiny enamel finish, adheres to most surfaces, non-toxic (pint bottles) No Substitutions			
228	1 doz. Tempera Paint, Brown, tempera-brilliant color that dries to a shiny enamel finish, adheres to most surfaces, non-toxic (pint bottles) No Substitutions			
229	1 boxes Tissue Paper, Dry Mount			
230	4 boxes Photo Printing Paper, 8 x 10 or 8.5 x 11 Med wt., not chemical coated			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
231	210 each Scissors, Fiskar Student 9", stainless steel blade molded handle, right or left handed use			
232	164 each Fiskars for Kids - quality scissors, comfortable, ambidextrous, stainless steel blades Blunt - 5" length			
233	155 each Fiskars for Kids - quality scissors, comfortable, ambidextrous, stainless steel blades Sharp - 7" length			
234	2 each Glitter, bulk glitter in shaker top containers Silver (1 lb. containers)			
235	2 each Glitter, bulk glitter in shaker top containers Gold (1 lb. containers)			
236	1 each Glitter, bulk glitter in shaker top containers Red (1 lb. containers)			
237	1 each Glitter, bulk glitter in shaker top containers Green (1 lb. containers)			
238	1 each Glitter, bulk glitter in shaker top containers Blue (1 lb. containers)			
239	9 ctrs. Plastercraft, Assorted widths, 2" - 6" rolls (20 lbs/ctn)			
240	1 rolls Duo Finish Kraft Rolls, 40 lb. Art Paper 25% Sulfitte, Fade Resistant, 36" wide X 100 ft., White			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
241	1 rolls Dual Surface Kraft Rolls, 50 lb., non-toxic, 48" x 200' Light Blue			
242	154 pkgs. Origami Paper, Assorted Colors 6" x 6", Double Sided 40 Sheets/pack			
243	127 pkgs. Origami Foil, 6" x 6", Double sided 40 Sheets/pack			
244	26 pkg/30 Scratch-Foam Board (Styrofoam printing plates) 4 x 6 Package of 30			
245	18 pkg/48 Scratch-Foam Board (Styrofoam printing plates) 9 x 12 Package of 48			
246	90 each Acrylic Plates, Clear, for monotype printing 8 x 10			
247	161 each Sketchbooks, spiral bound 8 1/2 x 11 or 9 x 12 50 pages acid free # 70 paper			
248	50 each Sketchbook, KIDS Strathmore			
249	58 each Mirror, self portait, approx 8 1/2 x 11 free standing, angled, 3 inch base			
250	67 pkg Scratch-art board, pre-linked black, 11 x 13 10 sheet package.			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
251	100 each Soft-Cut Print blocks, 4x6			
252	100 each Soft-Cut Print blocks, 9x12			
253	13 gals Mod Podge - Decoupage Medium, non-toxic, Matte Finish non-flammable, brushes clean in water 1 gal. containers			
254	16 gals Mod Podge, Gloss Finish, Decoupage Medium, non-toxic, non-flammable, brushes clean in water 1 gal. containers			
255	10 each Paper Cutter 18"			
256	100 each Ex-acto Knives, No. 1 knife with metal handle case & cap, #11 Blade			
257	7 pkgs. Blade refills for Exacto Knife # 11 Bulk Pack (40/pack)			
258	152 each Wire, Armature, Gage, 11-1/2. Length 20 feet			
259	74 pkg Highlighters, Sharpie Accent ASSORTED MULTI PACK 6 Colors per pack			
260	150 boxes Markers, Dry Erase, Bold Point, EXPO or Equal Black 12 / box			

INSTRUCTIONAL SUPPLIES

ITEM #	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
261	10 dz. Markers, Dry Erase, Bold Point, EXPO or Equal Blue			
262	10 dz. Markers, Dry Erase, Bold Point, EXPO or Equal Red			
263	10 dz. Markers, Dry Erase, Bold Point, EXPO or Equal Green			
264	750 sets Markers, Dry Erase, Bold Color, EXPO or equal 8 color sets			
265	50 each Wall Clocks, Black 12" Battery Operated			
266	40 boxes Write-on Transparency 8.5 x 11 100 sheets / box			
267	100 each Sanford, Vis-à-vis Overhead Transparency Markers Fine Point / 4 color set			
268	144 each Sanford, Vis-à-vis Overhead Projector Pens, Black Fine Point			