

**GULF COAST CENTER  
Bid Specifications for Janitorial Paper Goods**

Attached is a list of janitorial paper goods with name brands, descriptions, and approximate usage per fiscal year. Bids are to be for specified name brands or comparable brands. If name brands other than those specified are bid, please provide the comparable brand name.

Items with an asterisk must receive a bid for the specified name brand.

Quoted prices given on this bid are to remain the same for the Gulf Coast Center for the next two years from September 1, 2020 through August 31, 2022. The attached quoted prices will become Exhibit A of the vendor contract (sample copy attached) if approved and accepted.

All information on the attached list **must be completed** by the vendor for this bid to qualify.

All orders will be placed from the Central Purchasing staff of The Gulf Coast Center and a purchase order number must accompany all requests.

All deliveries of supplies ordered will be made to the following address, unless otherwise requested and agreed upon.

**Gulf Coast Center  
Central Purchasing  
4352 Emmett F. Lowry Expressway  
Texas City, Texas 77591**

Material Safety Data Sheets are required on any applicable items prior to or upon delivery or shipment of products.

Sealed bids can be mailed to the address listed above to the attention of Luis Diaz or may be brought to the same address on or before 10:00 a.m. June 12, 2020 with the sealed envelope marked "Janitorial Paper Goods Bid-Do Not Open Until June 12, 2020 at 10AM with the bid opening at this time. The Gulf Coast Center reserves the right to reject any or all bids."

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**Vendor Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**Mailing Address** \_\_\_\_\_

**Contact Person** \_\_\_\_\_ **Title** \_\_\_\_\_

**Telephone #** \_\_\_\_\_ **Fax #** \_\_\_\_\_

**E-Mail** \_\_\_\_\_

**References of Customers Served in the Last Three Years:**

<b>Company</b>	<b>Contact Person</b>	<b>Telephone #</b>	<b>Years Served</b>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

**Authorized Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Gulf Coast Center**  
**Bid Specifications for Janitorial Paper Goods**

<u>GCC Stock #</u>	<u>Bid Product</u>	<u>Current Product</u>	<u>Approximate Annual Usage</u>	<u>Vendor Bid Information Brand Name/Order # &amp; Packaging Quantity, if different</u>	<u>Bid Price</u>
3000	Styrofoam Cups 6 oz	DART #6J6 20pk/50/case	33 cases	_____	_____
3001	Selfold Towels	Georgia Pacific (GP) GP23304 M/F 16pk/250/case	148 cases	_____	_____
3010	Trash Liners 7 - 10 gallon	Covelance-23BL 24x33/black 1000/case	53 cases	_____	_____
3011	Trash Liners 40 - 48 gallon	Covelance-SF46TL 40x48/white 100/case	121 cases	_____	_____
3013	Facial Tissues	GP - GP47410 30 boxes/case 100 sheets/box	28 cases	_____	_____
3014	Kitchen Roll Towels	GP - GP27300 30roll/100sheets/case	47 cases	_____	_____
3015	Toilet Paper	GP - GP19880 2ply Tissue 80/605 case	53 cases	_____	_____
3041	Roll Towels (for dispenser)	GP - GP26401 Natural 8"Roll towel 12roll/350ft/case	50 cases	_____	_____
3042	Toilet Paper (2 ply JRT)	GP - GP12798 Jumbo JRT Tissue 2 Ply; 8/1000'/case	28 cases	_____	_____
3042.1	Toilet Paper (1 ply JRT)	GP - GP13718 Jumbo JRT Tissue 1 Ply; 8/2000'/case	13 cases	_____	_____
3017	Toilet Seat Covers	Hospital Specialty HG2500 1/2 Fold, 2500/case	4 cases	_____	_____

Turnaround Time \_\_\_\_\_ Minimum Order \_\_\_\_\_

Delivery Charge (if any): \_\_\_\_\_

Percentage Off Retail (Catalog) Price for Items Not on Bid \_\_\_\_\_

Authorized Vendor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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<u>GCC</u> <u>Stock #</u>	<u>Bid</u> <u>Product</u>	<u>Current</u> <u>Product</u>	<u>Approximate</u> <u>Annual</u> <u>Usage</u>	<u>Vendor Bid Information</u> <u>Brand Name/Order #</u> <u>&amp; Packaging Quantity, if different</u>	<u>Bid</u> <u>Price</u>
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*For Center Use Only:*

Received By: \_\_\_\_\_

Date & Time: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Date: \_\_\_\_\_