



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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July 25, 2006

MEMORANDUM

TO: Honorable Board Members
FROM: Kendra Goodman, CPPB, Purchasing Agent
RE: Bid #07-008-MK Classroom Supplies-Warehouse Stock
Rescind and Re-award – CS-13 Marker, Overhead/Black

On August 2, 2005, the above-referenced bid was awarded for Classroom Supplies-Warehouse Stock – item CS-13 was awarded to M.G. Office Products. At this time please find listed below a recap and recommendation for the rescinding and re-awarding of CS-13.

CS-13

After receipt of our purchase order, M.G. Office Products notified the District that they were unable to deliver this product at their bid price. The original bid asked for a price per box. The price submitted by M. G. Office Products was a price per each, not a price per box, thus making them appear to be the lowest bid. M. G. Office Products' misread the packaging requirement for item CS-13 on the bid document. M.G. Office Products bid of a \$1.43 per, times 12 pens per box equating to a total of \$17.16 per box. As this was the first year that M.G. Office Products has participated in the District's bidding process, we are recommending the item be rescinded and rewarded without imposing assessed damages.

Recommend acceptance of bid from National Art & School Supply for CS-13 as best bid meeting written specifications and criteria. Chris Davis, with National Art & School Supply has agreed to honor their original bid price of \$5.96 per box. Lower bids submitted from AFP Industries and School Specialty were disqualified as no samples were received.

Should you have any questions or wish to discuss this further, please contact me at your convenience.

KDG/mk