

Q08013  
7/11/2008

JOLIET JUNIOR COLLEGE  
REQUEST FOR QUOTATION  
XEROX PAPER

You are invited to submit a bid for XEROX PAPER. Please include delivery charges in your pricing. Please include 5 sheets as a sample paper. Additional samples may be requested. All bids should be from the vendor's highest quality paper. Inferior paper will not be accepted. The cost quoted per carton should remain firm. If the paper mill's price increases, the College must be given the option of purchasing the balance on the order at the old price. Please submit your bid by 2:00p.m. on July 30, 2008.

Note: If quotes are not submitted on this form, your description must match the original documentation.

You may fax your quote to:

Or mail to:

(815) 280-6631  
Attention: Judy Mitchell

Judy Mitchell  
Director of Business & Auxiliary Services  
Joliet Junior College  
1215 Houbolt Rd  
Joliet IL 60431

Email to:  
Purchasing@jjc.edu

Further information may be obtained by contacting Judy Mitchell at (815) 280-6640.

Joliet Junior College reserves the right to award all items to one vendor or to multiple vendors depending on what is considered to be in the best interest of the College.

ITEM	STOCK #	QNTY	DESCRIPTION	UNIT COST	TOTAL COST
1)	490	400 Reams	BLUE PAPER 8 ½ X 11 WAUSAU BRAND STOCK #32521 NO SUBSTITUTIONS (JJC STOCK #490)	\$ _____	\$ _____
2)	492	400 Reams	XEROX PAPER, CANARY 20 LB. 8 ½" X 11" WAUSAU BRAND STOCK #32541 NO SUBSTITUTIONS (JJC STOCK #492)	\$ _____	\$ _____
3)	510	100 Reams	LASER PAPER, WHITE 8 ½" X 11", WEYERHAUSER #8576, 96 BRITENESS NO SUBSTITUTES (JJC STOCK #510)	\$ _____	\$ _____

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_____			_____		
Firm			Signature		
_____			_____		
Address			Printed Name		
_____			_____		
City	State	Zip	Date	Fax No.	Phone No.

\_\_\_\_\_  
E-MAIL ADDRESS