September 12, 2019

TO: Prospective Bidders

FROM: Tina Lovingood, Inventory Control Specialist

RE: Term Contract – Jumbo 9” 2-ply Toilet Tissue

PERIOD: September 2019 through June 30, 2020

New Hanover County Property Management is requesting bids for cases of 2-ply toilet tissue, must be virgin rapidly renewable fiber from sustainably managed plantations.

Jumbo 9” 2-ply  
12 rolls per case 3.3”x1000’  
20.5 lbs. per case

Currently, the County uses LIVI VPG 23501 two ply tissue; however, if you are bidding a different brand, a sample of your product is required when submitting bid. Our last cost was $20.18 per case.

Contact person is Tina Lovingood, Inventory Control Specialist for Property Management (910-798-4337).

The deadline for submitting your bid is 5 p.m. September 20, 2019. You may send your bid via:

Email to: tlovingood@nhc.gov.com
Fax to: Tina Lovingood (910) 798-7831
Mail to: New Hanover County Property Management  
192 Division Drive  
Wilmington, NC 28401

It is estimated that the County will use approximately 900 cases during the contract term period. In the event the County uses more or less, the contractor agrees that the price will remain unchanged during the contract period. Orders will be placed throughout the contract period on an as-needed basis for the quantity required at the time.

All goods shall be delivered **FOB DESTINATION within five (5) business days after receipt of order.**

Please ensure that your bid **includes the price of delivery** to the site designated by the County representative.

**The New Hanover County Governing Body reserves the right to reject any and all bids.**