

FROM: Region 7 Purchasing Cooperative

DATE: February 3, 2025

RE: Invitation for RFP: Catalog Discount Bid General Office Supplies & Furniture GOSF2527

To participate in the General Office Supplies & Furniture bid process, please go online to the Region 7 Purchasing Cooperative website at: <https://purchasing.esc7.net>

- Steps:
- 1 – Select 'Login'
 - 2 – Login with Region 7 login and password or [Create a Vendor Account](#).
 - 3 – Select 'View Summary' under 'Action'
 - 4 – Download the Attachment: 'GOSF2527 STANDARD TERMS CONDITIONS.pdf'
 - 4a – Read and adhere to the terms of the bid.
 - 4b – See page 4 Section 1.4 – Steps for Bid Completion.
 - 5 – Complete online through Step 6: Payment.

If you are unable to access the bid electronically, you must submit a request to the Cooperative at purchasing@esc7.net so that a packet can be mailed. If you have difficulty accessing or submitting this bid, please contact the Purchasing office by phone at (903) 988-6932 before the bid below closes.

Bid Number: GOSF2527
Bid Category: General Office Supplies & Furniture
Submission Deadline Date/Time: March 27, 2025/1:30 p.m.
Opening Date/Time: March 27, 2025/1:30 p.m.
Bid Type: RFP: Catalog Discount
Estimated Expenditures: \$10,377,193.00
Previous Award: 70 Respondents
Bid Approved by ESC Board: April 17, 2025
Award Valid: April 17, 2025 – April 17, 2027
Evaluation Criteria: Discounts Offered
Compliance with Terms
Net Terms Provided
Free Shipping
Exclusions of Bid
Purchase Orders Accepted