



Department of
Purchasing

Mark A. Booker
Director

The Garland Independent School District will be receiving proposals for the purchase of RFP 101-23 (73541) Print Shop Paper and Supplies and RFP 101-23-01 (73540) Printing Services Large Format Paper, Equipment and Supplies until 10:30 a.m., February 21, 2023 at 501 South Jupiter Road, Garland, Texas 75042, Purchasing Department, at which time they will be opened. Proposal document can be accessed at:

https://oraproddmz.garlandisd.net:4443/OA_HTML/AppsLocalLogin.jsp

Please email bids@garlandisd.net for any questions.

Although we are legally required to accept paper bids, we strongly request that bidders submit this bid electronically. Please feel free to call us at (972) 487-3009, if you require any assistance with this submittal. Electronic bidding eliminates errors, eliminates unnecessary work, and is friendlier to the environment. When filing this bid electronically, please do not send us a paper copy, as the electronic version will prevail. A paper copy of the bid may be obtained by making a request to bids@garlandisd.net. It is imperative that the title and bid number MUST be included when making the request.

If you are unable to access the proposal documents, you will need to register for an iSupplier account. Please complete the online vendor application at <http://www.garlandisd.net/content/how-do-business> .

DAILY COMMERCIAL RECORD:

Please publish on the dates specified, bill to purchasing card and send receipt with original invoice