



September 20, 2019

Announcement to Eligible Vendors:

AEA Purchasing invites your company to submit a proposal for the AEA Purchasing Winter 19-20 Cut Paper Bid.

AEA Purchasing is an initiative of the Iowa Area Education Agencies. Our goal is to combine the purchasing power of Iowa schools to offer aggressive pricing on materials, goods and services. AEA Purchasing serves public school districts and private school buildings representing more than 545,000 students.

This program is operated under rules developed by AEA Purchasing. Schools and other clients of the AEAs may use this program but reserve the right to purchase through locally determined sources and policies. The purpose of the program is to secure volume bid prices that meet state bidding procedures for schools and eligible agencies in Iowa. All vendors must honor their bid for the full contract period.

AEA Purchasing is requesting two bids, one for eastern Iowa and one for western Iowa. The bid will be awarded to one or two vendors. **Bidders may submit proposals for the eastern Iowa region, the western Iowa region or both. Prices may vary for each region but bidders submitting a proposal for only one region are encouraged to partner with a bidder in the other region to provide a statewide solution.** AEA Purchasing will assist the awarded vendor(s) by endorsement as "vendor of choice" through the AEA Purchasing website and will deliver ordering information to all AEA Purchasing members.

Questions relating to this RFP are to be submitted electronically (via Public Purchase). Public Purchase is an eProcurement system utilized by AEA Purchasing to facilitate the bidding process. **The deadline for questions is October 18, 2019.**

Proposals will be accepted until October 30, 2019, via Public Purchase. Proposals will be viewed at 10:05 a.m. on October 30th via Public Purchase. No awards will be made at this initial viewing. **Proposals received after the specified date and time will not be accepted.**

Sincerely,

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