

Willacy County, Texas
MICRO / SMALL PURCHASE VENDOR QUOTE FORM
ARP #2377

Return Quote To:		From Company:	
Contact Name:	Jessica Rodriguez	Contact Name:	
Entity Name:	Willacy County- Judge's Administration Bldg.	Company Name:	
Address:	576 W. Main Rm 152	Address:	
City, State, & Zip:	Raymondville, TX 78580	City, State, & Zip:	
Phone:	956-304-5056	Phone:	
Fax:	N/A	Fax:	
E-mail:	Jessica.rodriguez@co.willacy.tx.us	E-mail:	

Quotes per the Specifications Must Be Received By:	September 05, 2023 – by 4:00 pm
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ITEM	DESCRIPTION	QTY	UNIT PRICE	EXTENDED PRICE
	Office Supplies Equal or Equivalent to:			
	Pen+Gear Copy Paper, 8.5" x 11", 92 Bright, 20 lb., 10 Reams (5,000 Sheets)	5		
	Post-it Flags, Assorted Colors, 140 Flags	8		
	Post-it Flags Assorted Colors, 4 On-The-Go Dispensers/Pack, 320 flags	7		
	Post-it Super Sticky Notes, 3 in x 3 in, Assorted Bright Colors, 15 Pads	6		
	16-Sheet Heavy Duty Paper Shredder for Office, 60-Minute Running Time Cross-Cut Shredder with 5.3-Gallon Pull Out Basket S3102	1		
	Deli Correction Tape, White Out Correction Tapes, Tape Eraser for Note Taking, Marking,			

Crafting, Bullet Journal, Scrapbooking, 1/5in x 39.3ft, 10-Count	12		
1 inch Round Ring View Binder, 3 Ring Binder 200-Sheet Capacity, 12-Pack (White)	1		
Durable View 3 Ring Binders, 2" Slant Rings, 4 White Binders	2		
Pen + Gear Legal Pads, Canary Color Paper, 50 Sheets, Wide Ruled, 1 Count	12		
Bankers Box Basic Duty Letter/Legal File Storage Box with Lids, 10 Pack, White	5		
72" Metal Storage Cabinet, Locking Steel Storage Cabinet with 4 Adjustable Shelves for Office, Garage, Utility Storage Cabinet & Black	1		
Pen + Gear Jr. Legal Pads, White Color Paper, 50 Sheets, 3 Count	12		
Stand Up Desk Height Adjustable Sit Stand Computer Workstation Standing Desk	2		
Office Magnetic Whiteboard / White Board, Dry Erase Board 48 x 36 Inch, Black Aluminum Frame Wall Mounted Board for Office Home and School	1		
Stand-Up Desk Store Sit-to-Stand Drafting Task Stool Chair for Standing Desks with Adjustable Footrests and Armrests (Black)	2		

Vendor agrees to have the Goods/Services completed and delivered on or before: (*Any adjustments to the agreed-upon delivery dates/times must be provided in writing.)	Date:	
Is your company currently involved in any active litigation?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is your company registered with the System for Award Management (SAM.gov)? If no, not eligible to send a quote form.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please provide your SAM Unique Entity I.D Number and send a document with the form	Number:	
Is your company planning or in the process of registering with the System for Award Management (SAM.gov) If yes, send documentation with the form If no, not eligible to send a quote form.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Sign Non-Debarment Self-Certification & attach.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Submit the required Form 1295 (Certificate of Interest Parties) & attach	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the company a Historically Underutilized Business (HUB) vendor?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is your company currently involved in any mergers or acquisitions?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

The Vendor agrees that the quote provided will be valid for at least thirty (30) days unless otherwise indicated in the quote specifications.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Company Representative Printed Name:	Signature:
Title:	Date:

NOTE: THE VENDOR QUOTE FORM MUST BE SIGNED BY A COMPANY OFFICER OR AN AUTHORIZED AGENT FOR THIS QUOTE TO BE CONSIDERED VALID BY Willacy County. ALSO, BEFORE PAYMENT IS ISSUED IF SELECTED SAM.GOV DOCUMENTS NEED TO BE SUBMITTED - (FEDERAL & AMERICAN RESCUE PLAN GUIDELINES)