



New Hanover County  
Property Management  
200 Division Drive  
Wilmington, NC 28401  
Phone (910) 798-4337  
Fax (910) 798-7831

August 4, 2016

TO: Prospective Bidders  
FROM: Tina Lovingood, Inventory Control Specialist  
RE: Term Contract – White Hard Wound Paper Towels  
PERIOD: August 15, 2016 through June 30, 2017

New Hanover County Property Management is requesting bids for cases white hard wound paper towels, must be virgin rapidly renewable fiber from sustainably managed plantations. Sheet size minimum is 8" x 600' rolls 6 rolls per case 18.46 lbs. case weight. Our last cost was \$17.59 per case.

Currently, the County uses LIVI VPG 46530 hard wound hand towels; however if you are bidding a different brand, a sample of your product will be required before the bid is rewarded.

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

The deadline for submitting your quote is 5 p.m. August 12, 2016. You may send your quote via:

Email to: [tlovingood@nhcgov.com](mailto:tlovingood@nhcgov.com)  
Fax to: Tina Lovingood (910) 798-7831  
Mail to: New Hanover County  
Property Management  
200 Division Drive  
Wilmington, NC 28401

It is estimated that the County will use approximately 850 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 **quote 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.**