



414 Fourth Avenue West, Hendersonville, NC 28739-4261  
Mark R. Garrett, Superintendent

Board of Public Education  
Jay Egolf, Chairperson  
Kathy Revis, Vice Chairperson  
Robert Bridges  
Stacey Caskey  
Blair Craven  
Shelia Dale  
Alyssa Norman

**REQUEST FOR QUOTES**  
**RFQ # 2024-05**  
**PAPER PRODUCTS**

The Henderson County Public School Board of Education will receive **sealed** bids for Paper Products.

**Bid Due Date:** Sealed Bid Proposals will be received until **2:00 pm on Wednesday, April 3, 2024** at the Henderson County Public Schools Administration Building, 414 Fourth Avenue West, Hendersonville, NC 28739, at which time they will be publicly opened and read. Bids that are not sealed will not be accepted.

**Mail or Delivery Location:** Henderson County Public Schools Administration Building  
414 Fourth Avenue West  
Hendersonville, NC 28739  
Attn: Purchasing

Bids will not be accepted for any reason after the official date and time referenced above.

**Questions:** Questions concerning the specifications of this Request for Quotes will be received until Monday, March 18, 2024. If any modifications to the specifications are necessary, and addendum will be issued and posted to the HCPS website below:

<https://www.hendersoncountypublicschoolsnc.org/finance/purchasing/>

**Copies of the RFQ may be obtained by sending an email request to:**  
Joni Huchzermeier, CLGPO  
Purchasing Agent  
Email: [jdhuchzermeier@hcpsnc.org](mailto:jdhuchzermeier@hcpsnc.org)

Henderson County Public Schools encourages participation by small, minority, disable, and woman-owned business.

Award is contingent upon compliance by prospective vendor with the following:

- 1) Henderson County Public Schools Terms and Conditions
- 2) All North Carolina State and Local Procurement Laws

Henderson County Public Schools reserves the right to reject any or all bids for any or no reason, and to waive informalities.