

STATE OF NEW HAMPSHIRE  
Department of Administrative Services  
Division of Procurement and Support Services  
Bureau of Purchase and Property  
State House Annex  
Concord, New Hampshire 03301

Date: 9/1/2020

NOTICE OF CONTRACT

**COMMODITY:** Paper Bags- Liquor

**CONTRACT NO.:** 8002745

**NIGP:** 640-4500

**VENDOR:** Central Paper Products **VENDOR #** 154087 B001  
350 Gay Street  
Manchester, NH 03103

**CONTACT PERSON(S):** Matthew J. Kfoury  
**Tel. No.:** 603-624-4064 or 1-800-399-4065  
**E-Mail:** [mkfoury@imperialdade.com](mailto:mkfoury@imperialdade.com)  
[www.centralpaper.com](http://www.centralpaper.com)

**CONTRACT PERIOD:** September 1, 2020 **through** August 31, 2022

**PAYMENT TERMS:** Net 30

**PAYMENT:** Payments shall be made via Procurement Card (P-Card –Visa Credit Card). Orders charged upon delivery/shipment.

**PRODUCTS & PRICING:**

BAG SIZE	BRAND & STOCK NUMBER	DELIVERED PRICE PER BAG
QUART	DURO QUARTBAG2000	\$ 0.018625
#10 HD	DURO #101000	\$ 0.035980
#20 HD	DURO #22500	\$ 0.052500
1/8 SACK	DURO #57400	\$ 0.067450

**PRODUCT SPECIFICATIONS:**

Vendor may offer more than one brand of bag for this bid providing that the bags offered meet the following specifications. All bag stock to be recycled Kraft, basis weights and bundle packaging as specified in chart

below.

<u>Bag Size</u>	<u>Basis Weight</u>	<u>Face</u>	<u>Tuck</u>	<u>Length</u>	<u>Bundle Pack</u>
Quart	40 Lbs.	4-1/2"	2-1/2"	16"	2000
#10 HD	60 Lbs.	6-1/2"	4-1/16"	13-5/16"	1000
#20 HD	60 Lbs.	8-3/16"	5-1/4"	16"	500
1/8 Sack	57 Lbs.	9.75"	6"	16"	400
ALL DIMENSIONS ARE + 1/16"					

**ORDER CONFIRMATION:**

Contractor will return an 'Order Confirmation' to the authorized representative of the NH Liquor Commission within 48 hours of receipt of order. Confirmation must indicate the anticipated delivery date for each location for which an order was placed.

**INVOICING & PAYMENTS:** Contractor shall invoice the agency after each order is delivered. Invoicing shall be done to the Agency Remit Account. Invoices shall clearly indicate the quantity, description, packaging, date delivered, and contract price.

Payments on Contractor's invoices shall be made via State of NH Procurement Card (P-Card) following receipt of invoice.

The Contractor shall notify the End User of any billing payments not received within 30 days.

Special charges, shipping and handling, surcharges, or fuel charges of any kind (by whatever name) may not be added on at any time.

**DELIVERY TIME:** Within 5 working days from placement of order. No minimum order requirements.

**F.O.B.:** F.O.B. Destination to any location within the State of New Hampshire

**ORDERING:** State agencies will place their orders by electronic order entry, by e-mail, by FAX, or they may establish a standard delivery order. Eligible participants will utilize their own individually established ordering procedures.

**MINIMUM ORDERS:** There is no minimum order required under this contract. Delivery is to be accomplished within 5 working days from the date the order is placed.

**RETURNED GOODS:**

The successful Vendor must resolve all order and invoice discrepancies within five business days from notification. Products returned due to quality issues, duplicate shipments, over-shipments, etc. must be picked up by the successful Vendor within five business days of notification with no restocking or freight charges, and must be replaced with specified products or the agency will be refunded/credited for the full purchase price. Unauthorized substitutions for any products are not allowed.

Standard stock products ordered in error by the State of New Hampshire must be returned for full credit within fifteen days of receipt. Products must be in re-saleable condition (original container, unused) and there will be no restocking fee charged for these products. The using agency will be responsible for any freight charges to return these items to the successful Vendor.

**QUESTIONS:** Direct any questions to Jennifer Jack, 603-271-3146 or [Jennifer.Jack@DAS.NH.Gov](mailto:Jennifer.Jack@DAS.NH.Gov)