



Christian County Commission

100 West Church St, Room 100

Ozark, MO 65721

County-Wide Office Supplies - Contract Renewal

Kim Hopkins-Will

Contract Renewal of ITB #2023-16 County-Wide Office Supplies

History:

In 2023, we issued a bid for Office Supplies. We originally received five proposals and narrowed them down to the lowest-priced vendors, Quill and Staples.

Both companies have provided the County with online portals for each Office, making ordering more efficient. While both are office supply companies, Staples, provides a larger furniture category.

Note: Quill is owned by Staples but is a mail-order-only facility.

Pricing: Quill is requesting a 3% increase; Staples is requesting a 4% increase.

My recommendation is to approve the contract renewal for Quill and Staples for an additional year beginning August 1, 2026, through July 31, 2027.

ATTACHMENTS:

Award Letter Quill

Award Letter Staples

Requested by: purchasing@christiancountymo.gov 2026-07-17 16:21

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