



MISSISSIPPI STATE
UNIVERSITY™

INVITATION FOR BIDS

OFFICE OF PROCUREMENT & CONTRACTS

1. INSTRUCTIONS FOR BIDDERS

- a. Sealed bids will be received in the Office of Procurement & Contracts, Mississippi State University, for the purchase of the items listed herein.
- b. All bids must be received in the Office of Procurement & Contracts on or before the bid opening time and date listed herein. Delivery of bids must be during normal working hours, 8:00 a.m. to 5:00 p.m. CST, except on weekends and holidays when no delivery is possible.
- c. Bidders shall submit their bids either electronically or in a sealed envelope. To submit electronically, follow the instructions below. Bids CANNOT be emailed.
 - i. Sealed bids should include the bid number on the face of the envelope as well as the bidders' name and address. Bids should be mailed to: 245 Barr Avenue, 610 McArthur Hall, Mississippi State, MS 39762.
 - ii. At this time we only accept non-ITS bids electronically. For electronic submission of bids, go to: <https://portal.magic.ms.gov> and use the RFX number on the next page as your reference number.
- d. All questions regarding this bid should be directed to the Office of Procurement & Contracts at 662-325-2550.

2. TERMS AND CONDITIONS

- a. All bids should be bid "FOB Destination"
- b. Bidders must comply with all rules, regulations, and statutes relating to purchasing in the State of Mississippi, in addition to the requirements on this form. General Bid Terms and Conditions can be found here:
https://www.procurement.msstate.edu/procurement/bids/Bid_General_Terms_May_2019_V2.pdf
- c. Any contract resulting from this Invitation for Bid shall be in substantial compliance with Mississippi State University's Standard Contract Addendum:
<https://www.procurement.msstate.edu/contracts/standardaddendum.pdf>

Bid Number: 25-59

Opening Date: June 17, 2025 at 2:00 p.m.

Description: Tissue and Paper Towels

Vendor Name: _____

Vendor Address: _____

Telephone Number: _____

Days the Offer is Firm: _____

Authorized Signature: _____

Name: _____

Title: _____

Item	Description	UOM	Unit Price
1	Georgia-Pacific Pro Paper Towels (MFG #: GPC26490)	Case	
2	Georgia-Pacific Pro Bath Tissue (MFG #: GPC11728)	Case	

Provide Georgia-Pacific Pro Paper Towels and Bath Tissue for the period of July 1, 2025 through June 30, 2026.

Paper Towels must meet the following specifications:

- GP Pro Georgia-Pacific Pacific Blue Ultra 8" High-Capacity Paper Towel Rolls
- MFG #: GPC26490
- Description: Hardwound 1-Ply Roll Towels
- Color: White
- Roll Width: 7.8"
- Feet per roll: 1,150'
- Rolls per case: 6

Bath Tissue must meet the following specifications:

- GP Pro Georgia-Pacific Pacific Blue Ultra Coreless 2-Ply Toilet Paper
- MFG #: GPC11728
- Description: 2-Ply White Coreless Bath Tissue
- Color: White

- Decoration: No Emboss
- Roll Width x Length: 3.25" x 4.05"
- Rolls per case: 24

Paper towels must fit Pacific Blue Ultra Towel dispensers.

Bath Tissue must fit Pacific Blue Ultra Coreless Toilet Paper dispensers.

It is estimated that approximately 2,000 cases of each product will be ordered over the course of a year.

Orders for each product will be placed at a minimum rate of 200 cases per order.

Vendor must deliver products within 14 days of order being placed.

Primary and Secondary vendors will be selected, and products will be purchased on an individual basis. The secondary vendor will only be used if the primary vendor cannot provide the items on schedule.