



Purchase and Contract

## New Statewide Term Contract

### **Sanitary Paper Supplies – 1411B**

*Effective Dates: April 5, 2024 – January 31, 2025*

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The Division of Purchase & Contract has established a new statewide term contract to provide sanitary paper supplies.

This is a mandatory contract for state agencies, departments, institutions, universities, and community colleges - unless exempted by North Carolina general statute. Additionally, non-mandatory entities, including schools and local government, that are allowed by general statute may use this contract.

This contract replaces expired statewide term contract 640A.

## New Contract Highlights

This contract covers the state's normal requirements for napkins, bathroom tissue, paper towels, toilet seat covers and dispensers.

Vendors must furnish descriptive literature to any agency within seven (7) consecutive days after request of the agency.

Vendors will complete delivery within fourteen (14) consecutive calendar days after receipt of order.

All goods shall be delivered FOB destination when the order value is \$399 or more when shipped to a single destination. Orders to a single destination that total less than this minimum order value are charged a \$40 small order fee which includes shipping.

If the contractor makes partial shipments of an order equal to or more than the minimum order value to one destination, all shipments of the order shall be sent FOB destination with no additional transportation charges added.

Each awarded vendor has a dedicated account representative for placement of orders to ensure that agencies receive the utmost level of customer service.

The Division of Purchase & Contract is focused on establishing statewide term contracts that provide customers with goods and services at the best value.

## Contract Details

**Contract Number:** 1411B

**Contract Name:** Sanitary Paper Supplies

**Contract Manager:**  
[Pamela Case](#)  
984-236-0249

### Vendors:

- Brame Specialty Company
- Imperial Dade
- Kelsan
- Southeastern Paper Group

**Expires:** January 31, 2025

**Renewals:** Two (2) one-year renewals available

**Contract Type:** Mandatory

**Delivery:** FOB destination

### Products Offered:

- Napkins
- Bathroom tissue
- Paper towels
- Toilet seat covers
- Dispensers

**Ordering:** Line-item catalogs will be loaded in [eProcurement](#).

*All contract details are available on [Purchase and Contract website](#).*