

**TEACHERS' RETIREMENT SYSTEMS OF ALABAMA  
AND  
EMPLOYEES' RETIREMENT SYSTEMS OF ALABAMA**  
Hereinafter referred to as "RSA"  
**MONTGOMERY, ALABAMA**  
**INVITATION FOR:**

Hand Towels & Toilet Tissue Services for RSA  
Properties  
RE21-007

**Montgomery, Alabama**

GENERAL: The Retirement Systems of Alabama is seeking bids and qualification statements and materials from qualified vendors in order to provide Hand Towels and Toilet Tissue Services for RSA Properties located across the state. Bids will be received until 2:00p.m. CST 5.25.2021, at which time the submission period will be terminated.

Complete bid packages are available upon request

Description: The scope of the work is to select a qualified vendor to provide an agreement for the purchase of hand towels and toilet tissue services at various Retirement Systems of Alabama facilities. The facilities include:

- Alabama Center for Commerce
- RSA Plaza Building
- RSA Systems Building
- AL Community College Systems
- RSA Tower Building
- RSA Union Building
- Criminal Justice Building
- Dexter Avenue Building
- Battle House Tower
- Trustmark Building
- Van Antwerp Building

More detail available at <https://www.rsa-al.gov/real-estate/>

Qualification: Interested firms must submit their bid, three copies, in loose bound form with the following and other relevant information:

As a minimum include with your bid the following:

- Company distribution centers.
- Current service area/radius.
- Copy of Alabama license and locality specific licensing required by each locality in the service area.
- Corporations must furnish copies of registration with the Alabama Secretary of State.
- Nonresident proposers must furnish a legal opinion of any preferences granted to proposers in their state of domicile in the letting of public contracts.

Information must be presented in the order listed above, indexed and tabbed. Other supplemental information may be presented at the end of the required information.

Brochures are discouraged and will not be considered as part of the submittal.

Proposal/Review/Award Timeline:

- ITB announcement May 7, 2021
- Final proposals due, May 25, 2021
- Notice of Award, May 28, 2021

The RSA reserves the right to waive technicalities.

Submit questions and proposals to the following address:

**Attn: Steve Timms**  
**Asst. Director of Real Estate Investments**  
**Retirement Systems of Alabama**  
**201 South Union Street**  
**Montgomery, AL 36130**  
**334-517-7200**  
**[steve.timms@rsa-al.gov](mailto:steve.timms@rsa-al.gov)**

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