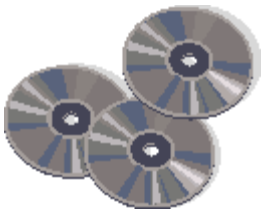


Central Supply

Office and Paper Supply Catalog

March 2006

Central Supply
State Capitol - Judicial Wing Basement
600 E. Boulevard Ave. Dept. 118
Bismarck, ND 58505-0420

Phone: 701-328-3346
Fax: 701-328-2778
tyoung@state.nd.us
www.discovernd.com/csd/supply

TABLE OF CONTENTS

Central Supply Service....1

Service Hours....1

Ordering Supplies....1

On-line Ordering....2

Special Orders....3

Receiving Your Order....3

Billing....3

Delivery Service....3

Return of Merchandise....3

Stock Listing....4

Complaints....4

Product Changes....4

Central Supply Index....5

CENTRAL SUPPLY SERVICE

Central Supply is a division of the Office of Management and Budget/Central Services Division responsible for providing office supply services to state agencies. Standard office supplies are procured in bulk quantities for distribution to state agencies upon request. Buying in bulk quantities results in lower costs to the State for these high-volume, low dollar items.

This manual is intended to inform and guide you in utilizing the services of Central Supply. Our goal is to maintain policies and procedures that result in an effective office supply service for you.

N.D.C.C. Section 54-44-04 authorizes the provision of this service.

SERVICE HOURS

Central Supply business hours are from 8:00 A.M. to 4:30 P.M. Monday through Friday.

ORDERING SUPPLIES

MANUAL REQUISITION

Use SFN2567, Requisition to Central Supply, to order items from the Central Supply Office and Paper Supply Catalog. Use a separate requisition form for ordering items not listed in the catalog (special orders).The requisition is available at Central Supply or on the web at http://www.state.nd.us/csd/supply/default.html.

Depending on the version of Adobe you are using, the web requisition can be submitted by mail, fax, or E-mail. Listed below are the software packages and directions to submit your requisition:

- Adobe Reader – Complete the requisition by clicking on a field and tabbing to the next field, print, and send or fax the form to Central Supply.

- Adobe Acrobat – Complete the requisition by clicking on a field and tabbing to the next field. Once the form is filled out, E-mail the form to tyoung@state.nd.us. You can also print, and send or fax the form to Central Supply.

It is important to complete all the necessary information. Each item below references the requisition.

Department - *Enter agency name.*

Phone - *Enter your phone number.*

Contact Person - *Signature of a contact person in case of questions.*

Dept No. - *Enter your department number. This code is required to correctly bill your agency for supplies.*

Quantity - *Enter the quantity desired. Make sure the quantity agrees with the unit as it is sold.*

Unit - *Enter the unit as it is inventoried; ie. each, box, package, dozen.*

Inventory Number - *Enter the correct inventory code from the Central Supply catalog.*

Description - *Use the description provided in the Central Supply catalog.* If your supply request requires mailing or other special handling, please note this information here or attach additional instructions.

Division (Optional) - *This code may be used to allow billing to a specific division or project.*

B/O - *Central Supply will complete this section for items that are on* ***back order***.

Total Price (Optional) - *This section is available for agency use.* Please note that prices in the catalog are approximate costs and change with each term contract. Agencies will receive a computerized billing with all the information and prices monthly.

ON-LINE ORDERING

You may also order supplies on-line. To do so, you need access to CICS CS1000 library or natl. Contact your system administrator to see if you have access. If not, have your IT coordinator submit an on-line mainframe security request to have "supply" added to your supersession menu. If you have questions filling out the form, please contact us at 328-2780.

To place an order on-line:

1. *Sign on to the system.*
2. *Access the requisition menu to order, inquire, change a requisition or add to your existing requisition. Changes to a requisition can only be made prior to 4:00 p.m. on the day you submit the requisition.*
3. *Submit the requisition.*
4. *Sign off.*

For more detailed instructions, go to http://www.state.nd.us/csd/supply/default.html.

SPECIAL ORDERS

Please submit a separate requisition to Central Supply for office supplies that are not listed in the Central Supply Catalog. Complete all requisition information except the inventory number.

RECEIVING YOUR ORDER

When you receive your order, inspect it for any damage, defective or missing items. If there is a problem with your order, inform Central Supply at 328-3346 as soon as possible so that it may be corrected.

BILLING

You will be billed following the end of each month for the supplies that you have purchased. A billing summary showing your purchases will be sent to you and an on-line JID or billing statement will be sent to you for processing your payment. A surcharge to cover overhead costs for Central Supply will be added to your billing statement.

DELIVERY SERVICE

Central Services delivers office supplies to agencies located in the Capitol Tower, Judicial Wing, and the Department of Transportation. Agencies that are not located in these buildings will be responsible for having their supplies picked up within 24 hours of notification, unless other arrangements are made with Central Supply.

RETURN OF MERCHANDISE

You may return item(s) within 10 days from the date of the requisition for credit. Along with the item(s), please include a copy of the original requisition. Indicate on the copy the reason for the return (ex. - damaged, wrong size, ordered in error, etc.). At the close of each month, your agency's account will be credited.

Return of special order items: Items must be in unused condition and are subject to credit approval from the special order vendor.

STOCK LISTING

This catalog contains lists of all office and paper supplies carried in Central Supply and an approximate price. The prices are provided for budget guideline purposes only.

You will see that there are two inventory numbers. The 11-digit number is the NIGP number that will be used when we move to PeopleSoft (PS). The 5-digit number printed under the PS number is the current number being used by Central Supply. Please continue to order as you have in the past. We will let you know when the process changes.

COMPLAINTS

We want you to be happy with the products and service you receive from us. If you are experiencing any problems with the products or the service you are receiving, please complete SFN 53012, Formal Complaint, and submit it to us. The form can be downloaded from http://www.state.nd.us/eforms/Doc/sfn53012.pdf. This is the best way for us to document and solve problems.

PRODUCT CHANGES

As contracts are awarded, there is a possibility that name brands and/or manufacturers may change. All products meet the specifications set forth by the State Procurement Office.

Central Supply Index

Badges - Name 9

Batteries 10

Binders - 3 Round Ring 10-11

Binders View - 3 Round Ring 11

Binder Supplies 11

Bookends 12

Bulletin Board Supplies 12

Business Cards 13

Calculator 13

Cassettes - Audio & Video & Dictation 13-14

Chalkboard Supplies 14

Cleaning Supplies 15

Clips & Clamps 15

Clipboards 16

Clock 16

Computer Supplies 16-19

Correction Supplies 19

Daters 20

Central Supply Index

Desk Accessories 20

Door Hook / Coat Hook 21

Dry Erase Supplies 21

Envelopes 22-23

Fasteners - Brass, Prong, Metal Rings 23-24

Filing Supplies 24-25

First Aid Supplies 26

Flags 26

Footrest 27

Forms 27

Gloves - Rubber - Powdered 28

Glue 28

Index Cards 28

Index Sets & Supplies 29

Ink & Supplies 30

Inventory Tags 30

Labels 30-32

LabelWriter & Supplies 32

Central Supply Index

Legal Pads 33

Legal Pad Holders 33

Mail Supplies 33-34

Markers & Highlighters 34-35

Message & Memo Pads 36

Notebooks & Scratchpads 36

Paper - Adder Tape 37

Paper - Ring Book Filler 37

Pens, Pencils, Erasers, Lead 38-41

Portfolios & Report Covers 42

Post - It - Notes 43

Powerstrips 43

Punches 43

Reference Materials 44

Ribbons 45

Rolodex 45

Rubber Bands 45

Rubber Fingers 45

Central Supply Index

Rulers 46

Scissors 46

Sheet Protectors 46

Staples, Staplers, Removers 47

Storage Boxes 48

Transparencies 48

Tape & Dispensers 48-49

Tape - Flags 50

Telephone Accessories 51

Trays 51

Warming Panels 51

Waste Containers 51

PAPER PRODUCTS

Certificates 54

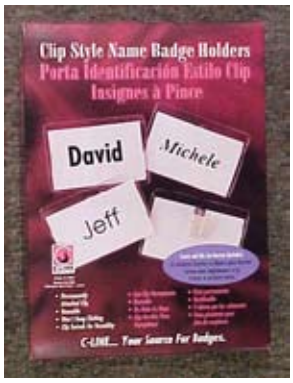
Envelopes 54

Paper - Miscellaneous 55

Paper - Text Stock 55-59

Paper - Cover Stock 60-63

Badges - Name

	Inv #	Unit	Description	Pkging	Appr. Cost
	08010-181108 11101	Each	Clear Pin On Name Badges - 2.25 X 3.5" Business card size	100/Box	**$0.11**
	08035-400806 11102	Each	Green HELLO Self Adhesive Name Badges - 2.25 X 3.5" Business Card Size	100/Box	**$1.90**
	08035-400657 11103	Each	Blue HELLO Self Adhesive Name Badges - 2.25 X 3.5" Business Card Size	100/Box	**$1.90**
	08035-400954 11104	Each	Red HELLO Self Adhesive Name Badges - 2.25 X 3.5" Business Card Size	100/Box	**$1.90**
	**08038-251008** 11110	Each	Clip style name badge Holder - insert name or state I.D. into holder	100/Box	**$0.37**
	08044-401100 11111	Each	White elastic cord converts clip badge holder into hanging badge holder	25/Box	**$0.24**

Inv #	Unit	Description	Pkging	Appr. Cost

Batteries

45006-115898 14101	Each	9 Volt - Alkaline Batteries		**$0.90**
45006-110857 14102	Each	AA - Alkaline Batteries		**$0.20**
45006-110451 14103	Each	AAA - Alkaline Batteries		**$0.22**
45006-111657 14104	Each	C - Alkaline Batteries		**$0.44**
45006-112457 14105	Each	D - Alkaline Batteries		**$0.49**

Binders - 3 Round Ring

Round Ring Binders are sold individually. Binders are packaged 12 binders per case.

61509-464808 17101	Each	Maroon Vinyl 8.5 x 11" .5" Capacity		**$1.28**
61509-460608 17102	Each	Black Vinyl 8.5 x 11" .5" Capacity		**$1.28**
61509-467728 17302	Each	Blue Vinyl 8.5 x 11" 1" Capacity Avery		**$0.77**
61509-467785 17303	Each	Red Vinyl 8.5 x 11" 1" Capacity Avery		**$0.77**
61509-467702 17304	Each	Vinyl 8.5 x 11" Black 1" Capacity Avery		**$0.77**
61509-467876 17305	Each	Vinyl 8.5 x 11" Blue 1.5" Capacity Avery		**$1.20**
61509-467942 17306	Each	Vinyl 8.5 x 11" Red 1.5" Capacity Avery		**$1.20**
61509-467850 17307	Each	Vinyl 8.5 x 11" Black 1.5" Capacity Avery		**$1.20**
61509-468221 17308	Each	Vinyl 8.5 x 11" Blue 2" Capacity Avery		**$1.60**

Inv #	Unit	Description	Pkging	Appr. Cost

Binders - 3 Round Ring - con't

61509-468205 17309	Each	Vinyl 8.5 x 11" Black 2" Capacity Avery		**$1.60**
61509-468361 17310	Each	Vinyl 8.5 x 11" Blue 3" Capacity Avery		**$2.80**
61509-468346 17311	Each	Vinyl 8.5 x 11" Black 3" Capacity Avery		**$2.80**

Binders View - 3 Round Ring

View/Presentation Binders - 3 Round Ring - Clear Insertable Pockets on Front & Spine, Opening and Closing Triggers - 12 binders per case

61509-131159 17350	Each	1" White		**$0.96**
61509-131357 17351	Each	1.5" White		**$1.40**
61509-131555 17352	Each	2" White		**$1.65**
61509-131753 17353	Each	3" White		**$2.69**

Binder Supplies

61551-550702 30901	Box	Reinforcement Rings - Self Adhesive 1/4" (Repair and strengthen punched holes)	200/Box	**$0.46**

	Inv #	Unit	Description	Pkging	Appr. Cost
Bookends					
	52525-200458 60998	Each	Bookends 5" Putty		**$1.22**
	52525-201449 60999	Each	Bookends 9" Putty		**$2.32**
Bulletin Board Supplies					
	61584-881512 30701	Box	Thumb Tacks - Metal 3/8"	100/Box	**$0.64**
	61584-570354 30702	Box	Push Pins Rainbow Assorted Colors Plastic Head	100/Box	**$0.77**
	15081-042754 30804	Each	Wall Clips for Fabric Panels, Holds up to 20 sheets messages and memos	4/Pkg	**$2.66**

	Inv #	Unit	Description	Pkging	Appr. Cost
Business Cards					
	20772-272009 55690	Pkg	Ink Jet Business Cards Create Custom Cards Without Perforations Clean Edge - 2 X 3.5" White Heavyweight Cardstock Sheet Size is 8.5 X 11"	200/Pkg	**$10.28**
	20772-273007 55695	Pkg	Laser Printer Business Cards Create Custom Cards Without Perforations Clean Edge - 2 X 3.5" White Heavyweight Cardstock Sheet Size is 8.5 X 11" AVE - 5871	200/Pkg	**$10.16**
	20772-271001 55697	Pkg	Color Laser Printer Business Cards Create Custom Cards Without Perforations Clean Edge - 2 X 3.5" White Heavyweight Cardstock Sheet Size is 8.5 X 11" AVE - 5882	200/Pkg	**$13.33**
Calculator					
	60017-901301 62002	Each	Calculator for either Handheld or Desktop Use	Each	**$6.92**
Cassettes - Audio, Video & Dictation					
	80375-201508 20030	Each	Standard Audio Cassette - 30 Minutes	Each	**$0.72**
	80375-203504 20060	Each	Standard Audio Cassette - 60 Minutes	Each	**$0.84**
	80375-204502 20090	Each	Standard Audio Cassette - 90 Minutes	Each	**$1.09**

	Inv #	Unit	Description	Pkging	Appr. Cost
Cassettes - Audio, Video & Dictation - con't					
	80375-206002 20120	Each	Standard Audio Cassette - 120 Minutes	Each	**$1.01**
	20787-301306 20127	Each	Microcassettes - 60 Minute (30 x 2) Dictation Cassette	Each	**$1.00**
	20787-301355 20129	Each	Minicassettes - 30 Minute (15 x 2) Dictation Cassette	Each	**$2.02**
	20787-302403 20131	Each	Tape Eraser for mini and microcassettes - Erases tape completely. No power source required.	Each	**$4.61**
	84040-151122 21030	Each	½" VHS Video Cassette - 30 Minutes	Each	**$2.32**
	84040-152120 21060	Each	½" VHS Video Cassette - 60 Minutes	Each	**$2.85**
	84040-454906 21120	Each	½" VHS Video Cassette - 120 Minutes	Each	**$2.65**
Chalkboard Supplies					
	78530-162508 55801	Box	White Chalk		**$0.52**
	78557-251010 55802	Each	Chalkboard Eraser		**$1.86**

Cleaning Supplies

Inv #	Unit	Description	Pkging	Appr. Cost
64075-851507 27201	Each	Disposable White Towels 4-Ply (Each = a package of 50)		$1.59
48558-100805 27301	Can	Furniture Polish	17 oz	$2.80
48588-520188 27401	Each	Hand Cleaning Pads Lee Cleanup	Tub	$1.82
48516-311700 27501	Can	Citrufoam All Purpose Cleaner	19 oz	$3.37
48528-392003 27601	Can	Glass Cleaner Aerosol	19 oz	$2.44
73560-571207 30905	Each	Lint Free Washable Wipes 12 x 13 (Each = a package of 12)		$2.36

Clips & Clamps

61569-140108 30101	Box	3/8" Capacity Spring Steel Clips, Small	12/Box	$0.12
61569-140124 30102	Box	5/8" Capacity Spring Steel Clips, Medium	12/Box	$0.35
61569-140363 30103	Box	1" Capacity Spring Steel Clips, Large	12/Box	$0.89
61569-151253 30201	Box	Small 1" Paper Clips 100/Box, 1000/ Pkg Smooth (Box=10 small boxes of 100)		$1.05
61569-150339 30202	Box	Jumbo 2" Paper Clips Smooth	100/Box	$0.33
61569-281308 30203	Each	Paper Clip Holders Magnetic		$1.18
61569-101415 30301	Box	Large No. 1 Paper Clamp	12/Box	$0.58
61569-101266 30302	Box	Small No. 2 - 1 3/16 x 1 5/8" Clamp	50/Box	$1.06

	Inv #	Unit	Description	Pkging	Appr. Cost
Clipboards					
	61525-254902 17501	Each	Legal - Brown Hardboard Clipboards		$1.16
	61525-252252 17502	Each	Letter - Brown Hardboard Clipboards		$1.09
Clock					
	19580-112357 76025	Each	12-1/2" Diameter 24-Hour Round Wall Clock Clock has quartz movement and operates with one AA battery (not included). Second hand. Hours 13-24 in red on inner diameter. 11-1/2" dial. 1-5/8d.		$14.15
Computer Supplies (Each = Box)					
	20742-411505 31012	Each	DS HD - Formatted Diskettes 3.5"	10/Box	$1.65
	20730-631304 31013	Each	DVD-R Recordable Disc Jewel Case Pkging	10/Box	$3.65
	20730-301007 31015	Each	CD-R Recordable Disc Maximum Recording Speed - 8x, Capacity Data/Audio 650 MB/74 MIN, Jewel Case Pkging	10/Box	$3.65
	20730-310503 31018	Each	CD-RW Rewritable Discs Allows users to record, read, and erase. Maximum rewrite speed 4X, Capacity Data/Audio 650 MB/74 MIN, Jewel Case Pkging	10/Box	$5.65

	Inv #	Unit	Description	Pkging	Appr. Cost
Computer Supplies - con't					
	20784-421503 31020	Each	CD/DVD Sleeve File, Black	Each	**$10.89**
	20782-343501 31025	Pkg	CD Storage Sleeves, Clear	25/pkg	**$4.53**
	20432-854048 31030	Each	USB Flash Drive 1-GB	Each	**$61.24**
	20760-641009 31100	Each	Nylon Covered Wrist Rest - Blue - Fits Standard Keyboard		**$3.43**
	20666-701501 31101	Each	Blue Mouse Pads 8.5 X 8.5"		**$1.10**
	20666-701543 31102	Each	Gray Mouse Pads 8.5 X 8.5"		**$1.10**
	20725-921603 31103	Each	PC Spray Duster Canned Air	10 oz can	**$3.89**

Computer Supplies - con't

	Inv #	Unit	Description	Pkging	Appr. Cost
	20725-901506 31104	Box	Anti Static Wipes All Glass & Plastic	20/Box	**$2.45**
	64010-303507 31106	Each	Diskette Mailer 3.5" Self Seal (Each = a box of 25)		**$10.18**
	64010-335608 31107	Each	CD Pocket/Mailer Use as disk pocket for filing and transporting, or as a mailer. For CD with sleeve. Built-in indexing tab. (Each = a package of 10)		**$3.89**
	20725-444358 31108	Kit	Keyboard and Mouse Cleaning Kit 16 premoistened surface wipes for cleaning exterior surfaces; plus 15 swabs and 6 oz. cleaning solution for cleaning between keys and inside the mouse.		**$9.58**
	20468-495658 31109	Each	Mouse Pocket		**$4.14**

Inv #	Unit	Description	Pkging	Appr. Cost

Computer Supplies - con't

20784-885004 31110	Each	Multi-Media Storage Tray Graphite Base Smoke Lid, Locking Capacities: up to 88 3.5" diskettes or 20 CD-ROM, 20 Zip® disks, or 18 data cartridges. 9w x 9-1/16d x 6-1/4h		**$9.42**

20448-522266 31120	Each	Cordless Keyboard/Optical Mouse Combo Complete Cordless Freedom - Off White	Set	**$38.47**

20448-522258 31125	Each	Cordless Split-Key Keyboard with Optical Mouse - Black		**$87.95**
20468-492408 31128	Each	Cordless Mouse Optical - Black		**$29.95**

Correction Supplies

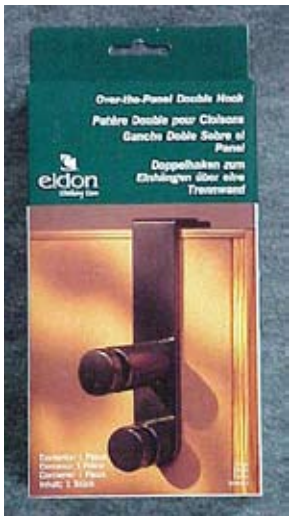
61529-070205 32100	Each	White Multipurpose Correction Fluid		**$0.41**
61529-090500 32109	Each	Correction Pen Multipurpose Liquid Paper		**$1.61**

Correction Tape - Compact dispenser with sideways application for exact placement. Write or type over film instantly. Single-line coverage.

61529-702104 32115	Each	White		**$1.65**
61529-701304 32116	Each	Canary		**$1.50**
61529-701007 32117	Each	Blue		**$1.50**
61529-701551 32118	Each	Pink		**$1.50**

61529-689400 32141	Each	Dry Lift-off Tape (Each = a box of 6)	6/Box	**$2.74**
61529-653026 32142	Each	Tacky Lift-off Tape (Each = a box of 6)	6/Box	**$2.72**

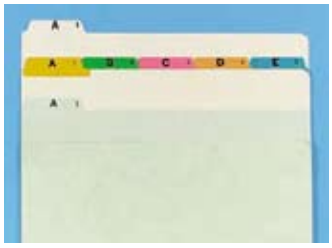
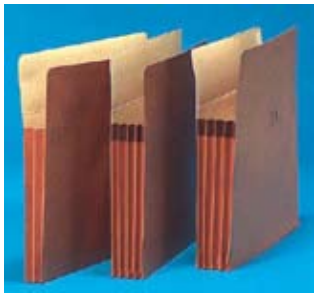
	Inv #	Unit	Description	Pkging	Appr. Cost
Daters					
	61577-733001 46201	Each	Daters - Small #0 - 3/4"		**$4.20**
	61577-733753 46202	Each	Daters - Medium #1.5 -1"		**$4.20**
	61577-734009 46203	Each	Daters - Large #2 - 1.25"		**$4.98**
Desk Accessories					
	61533-291920 55700	Each	Business Card Holder, Black		**$0.51**
	61572-111112 55701	Each	Wave Compact Desktop Organizer - Black Matte Finish Plastic. Includes section for pens, notes, clips. 4W x 5 7/16D x 3 5/8H		**$8.71**
	60560-100509 55702	Each	Pencil Sharpener Battery Operated. Sharpens standard size pencils, solid steel cutter. Uses 4 AA batteries. Automatically sharpens when pencil is inserted, stops when removed. Batteries NOT included.		**$12.40**
	60563-590607 55703	Each	Pencil Sharpener Vacuum Base. Sharpens standard size pencils. Vacuum mount for durable desk top use. Durable all steel construction.		**$23.20**

	Inv #	Unit	Description	Pkging	Appr. Cost
Door Hook / Coat Hook					
	42510-451703 48115	Each	Coat - Double Hook	Each	**$12.89**
Dry Erase Supplies					
	62086-600350 52803	Each	Black Dry Erase Chisel Marker Wide Tip Low Odor 12 markers per box		**$0.61**
	62086-609005 52814	Set	Assorted Dry Erase Chisel Markers Wide Tip (Black, Red, Blue, & Green)	4/Set	**$2.42**
	78557-271000 55901	Each	Dry Eraser		**$1.35**
	78557-300759 55910	Each	Dry Erase Surface Cleaner	8 oz	**$1.98**
	78557-305006 55925	Each	Dry Erase Towelettes	50/Tub	**$5.80**

Envelopes (Each equals a box)

Inv #	Unit	Description	Pkging	Appr. Cost
31060-161051 34101	Each	6.5 X 9.5″ Catalog 5 boxes per case	500/Box	**$15.70**
31030-221001 34102	Each	9 x 12″ Recycled Catalog 4 boxes per case	250/Box	**$10.83**
31030-222009 34103	Each	10 x 13″ Catalog 2 boxes per case	250/Box	**$13.28**
31067-212006 34104	Each	9 X 12″ **Self Seal Envelope** 4 boxes per case	250/Box	**$12.51**
31030-235621 34105	Each	10 X 13″ **Self Seal Envelope** 2 boxes per case	250/Box	**$16.40**
31060-090359 34401	Each	3 3/8 x 6″ Clasp 10 boxes per case	100/Box	**$5.90**
31060-090557 34402	Each	5 X 7.5″ Clasp 10 boxes per case	100/Box	**$5.80**
31060-090706 34403	Each	6.5 X 9.5″ Clasp 10 boxes per case	100/Box	**$4.00**
31060-090854 34404	Each	7.5 X 10.5″ Clasp 10 boxes per case	100/Box	**$4.44**
31060-091001 34405	Each	9 X 12″ Recycled Clasp 5 boxes per case	100/Box	**$4.70**
31060-091209 34406	Each	10 X 13″ Recycled Clasp 5 boxes per case	100/Box	**$4.62**

	Inv #	Unit	Description	Pkging	Appr. Cost
Envelopes - con't (Each equals a box)					
	31060-091308 34407	Each	10 X 15" Clasp 5 boxes per case	100/Box	**$6.23**
	31060-091407 34408	Each	12 X 15.5" Recycled Clasp 5 boxes per case	100/Box	**$8.26**
	31030-491505 34600	Each	Interoffice Clasp 5 boxes per case	100/Box	**$14.53**
Fasteners - Brass, Prong, Metal Rings					
	61569-310503 30401	Box	1" Brass Round Head Fasteners	100/Box	**$2.25**
	61569-311253 30402	Box	1.25" Brass Round Head Fasteners #5	100/Box	**$4.69**
	61569-311303 30403	Box	1.5" Brass Round Head Fasteners	100/Box	**$5.12**
	61571-050287 30501	Box	Prong Fasteners 2" Capacity Base and Compressor Set	50/Box	**$1.37**
	61569-323209 30502	Box	Prong Fasteners 3" Capacity 8 1/2" Centers	50/Box	**$7.15**
	61569-320551 30503	Each	Prong Fastener Bases (use with compressors) (Each = a box of 100)		**$3.39**

	Inv #	Unit	Description	Pkging	Appr. Cost
Fasteners - Brass, Prong, Metal Rings - con't					
	61569-732102 30601	Each	Loose Leaf Metal Rings 1 1/4"		**$0.10**
Filing Supplies					
	61545-281554 36322	Box	Manila 2nd Cut LETTER File Folders 5 boxes per case	100/Box	**$8.02**
	61545-290548 36331	Box	Manila 3rd Cut LEGAL File Folders 5 boxes per case	100/Box	**$9.20**
	61545-280903 36332	Box	Manila 3rd Cut LETTER File Folders 5 boxes per case	100/Box	**$7.75**
	61545-280358 36352	Box	Manila 5th Cut LETTER File Folders 5 boxes per case	100/Box	**$8.02**
	61545-290407 36391	Box	Manila Straight Cut LEGAL File Folders 5 boxes per case	100/Box	**$9.20**
	61545-280812 36392	Box	Manila Straight Cut LETTER File Folders 5 boxes per case	100/Box	**$8.02**
	61547-281222 36411	Each	File Guides A-Z Plain Legal		**$10.50**
	61547-281230 36412	Each	File Guides A-Z Plain Letter		**$10.15**
	61541-421758 36501	Each	File Pockets 1.75" Expansion Letter 9 X 11.75" 50 file pockets per box		**$0.45**

Filing Supplies - con't

Inv #	Unit	Description	Pkging	Appr. Cost
61541-421766 36502	Each	File Pockets 3.5" Expansion Letter 9 X 11.75" 50 file pockets per box		$0.48
61541-422103 36503	Each	File Pockets 1.75" Expansion Legal 9.5 X 14.75" 500 file pockets per box		$0.50
61541-422111 36504	Each	File Pockets 3.5" Expansion Legal 9.5 X 14.75" 50 file pockets per box		$0.56
61543-171252 36505	Each	Hanging File Folder Frames Combination Legal and Letter		$9.07
61543-131884 36611	Box	Hanging File Folders LEGAL Size Tabs NOT included 5 boxes per case	25/Box	$5.75
61543-130407 36612	Box	Hanging File Folders LETTER Size Tabs NOT included 10 boxes per case	25/Box	$4.40
61543-754107 36621	Each	Hanging File Folder Tabs 3rd Cut (Each = a box of 25)	25/Box	$0.76
61543-751608 36622	Each	Hanging File Folder Tabs 5th Cut (Each = a box of 25)	25/Box	$0.65
61541-151504 36801	Each	Redrope Expansion Wallets With Tie 3.5" 11 X 9.5" LETTER		$1.46
61541-151546 36802	Each	Redrope Expansion Wallets With Tie 3.5" 14 X 9.5" LEGAL		$1.87

Inv #	Unit	Description	Pkging	Appr. Cost

First Aid Supplies & Hand Sanitizers

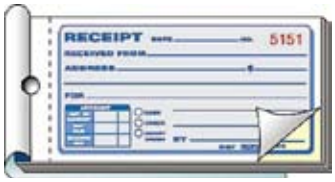
Inv #	Unit	Description	Pkging	Appr. Cost
47509-230554 38001	Each	Band-Aids 1 X 3″ Each = box of 100		**$2.70**
34532-484507 38002	Each	First Aid Kits - 15 Person Meets Risk Management Requirements		**$11.58**
48544-111908 38010	Each	Purell Sanitizer Dispenser (refill sold separately)		**$5.24**
48513-501741 38015	Each	Purell Instant Hand Sanitizer Dispenser Refill for the dispenser	30 oz	**$7.24**
48513-501659 38020	Each	Purell Instant Hand Sanitizer in a Pump Dispenser Bottle	8 oz	**$3.47**
34532-699039 38025	Tub	Phone Kleen Wipes Hospital Disinfectant Antibacterial wipes For use on hard surfaces	50/Tub	**$6.30**

Flags

All Flags are 100% Nylon

35070-653650 40001	Each	North Dakota Flag 3′ X 5′		**$16.60**
35070-655499 40002	Each	North Dakota Flag 4′ X 6′		**$31.65**
35070-853904 40011	Each	United States Flag 3′ X 5′		**$12.96**
35070-854951 40012	Each	United States Flag 4′ X 6′		**$18.30**

For more information about the North Dakota and United States flags call 328-3346.

	Inv #	Unit	Description	Pkging	Appr. Cost
Footrest					
	60536-481009 75310	Each	Footrest Comfort Tread Plus		**$29.13**
Forms					
	**SFN02490** 42004	Each	Request for Printing SFN 2490 4 Part Carbonless (Each = package of 25)	25/Pkg	**$3.52**
	SFN02567 42005	Each	Requisition to Central Supply SFN 2567 3 Part Carbonless (Each = package of 25)	25/Pkg	**$3.28**
	SFN03168 42010	Each	Leave Forms SFN 3168 2 Part Carbonless (Each = package of 25)	25/Pkg	**$0.92**
	SFN19292 42011	Each	State Employee Donation of Leave SFN 19292 3 Part Carbonless		**$0.12**
	61515-852152 42013	Each	Money Receipt Books Duplicate Form	Each	**$1.80**
	SFN53329 42016	Each	Purchase Order Books SFN9298	Each	**$2.80**
	61582-503803 42020	Box	Speed Letters 3 Part Rediform	250/Box	**$19.80**
	42021	Pkg	What Every Employee Needs to Know Brochure HRMS	10/Pkg	**$2.18**

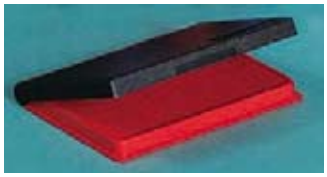
	Inv #	Unit	Description	Pkging	Appr. Cost
Gloves - Rubber - Powdered (Order in Increments of 50)					
	47541-360500 76050	Pr	Small	50/Box	**$6.75**
	47541-361003 76060	Pr	Medium	50/Box	**$6.75**
	47541-361508 76070	Pr	Large	50/Box	**$6.75**
Glue					
	61505-371403 44001	Btl	White Glue	1.25 oz	**$0.69**
	61505-372153 44002	Btl	White Glue	8 oz	**$1.85**
	61505-390304 44010	Each	Glue Sticks 95300-BD	.32 oz	**$0.28**
	45002-310907 44021	Can	Rubber Cement	4 oz	**$1.10**
Index Cards					
	61535-071007 36211	Pkg	Plain Index Cards 3 X 5″ White	100/Pkg	**$0.59**
	61535-072005 36212	Pkg	Plain Index Cards 4 X 6″ White	100/Pkg	**$1.16**
	61535-073003 36213	Pkg	Plain Index Cards 5 X 8″ White	100/Pkg	**$1.70**
	61535-091054 36221	Pkg	Ruled Index Cards 3 X 5″ White	100/Pkg	**$0.59**
	61535-092052 36222	Pkg	Ruled Index Cards 4 X 6″ White	100/Pkg	**$1.16**
	61535-093050 36223	Pkg	Ruled Index Cards 5 X 8″ White	100/Pkg	**$1.49**

Index Sets & Supplies

Inv #	Unit	Description	Pkging	Appr. Cost
61511-061550 36700	Set	A-Z Index Sets Ring Book with Laminated Tabs 11 X 8.5" 12 sets per box		$1.40
61511-061600 36701	Set	5th Cut Clear Index Sets Ring Book 11 X 8.5" 50 sets per box		$0.19
61511-063150 36702	Set	5th Cut Color Index Sets Ring Book 11 X 8.5" 50 sets per box		$0.19
61511-061857 36703	Set	8th Cut Clear Index Sets Ring Book 11 X 8.5" 25 sets per box		$0.28
61511-061808 36704	Set	8th Cut Color Index Sets Ring Book 11 X 8.5" 25 sets per box		$0.28
20484-461106 36711	Set	Computer Printout Clear Index Sets Bound on 11" Side 14 7/8 X 11" 10 sets per box		$3.52
20484-461205 36712	Set	Computer Printout Clear Index Sets Bound on 14" Side 11 X 14 7/8" 10 sets per box		$2.05
61549-200105 36721	Box	Gummed Round Index Tabs Reinforced Gummed Cloth - 5/8"	25/Box	$1.77

Inv #	Unit	Description	Pkging	Appr. Cost

Ink & Supplies



61577-434063 46011	Each	Black Roll On Stamp Pad Inkers 2 oz Bottle		**$1.29**
61577-434113 46012	Each	Blue Roll On Stamp Pad Inkers 2 oz Bottle		**$1.29**
61577-434360 46013	Each	Red Roll On Stamp Pad Inkers 2 oz Bottle		**$1.29**
61577-614755 46101	Each	Blue Stamp Pads Size 1 - 3x4.5″		**$1.28**
61577-614953 46102	Each	Red Stamp Pads Size 1 - 3x4.5″		**$1.28**
61577-614706 46103	Each	Black Stamp Pads Size 1 - 3x4.5″		**$1.28**
61577-615752 46111	Each	Blue Stamp Pads Size 2 - 4x6″		**$2.01**
61577-616008 46112	Each	Red Stamp Pads Size 2 - 4x6″		**$2.01**
61577-615703 46113	Each	Black Stamp Pads Size 2 - 4x6″		**$2.01**

Inventory Tags

08070-501500 11200	Each	Inventory Tags	Each= 10/Strip	**$0.31**

Labels - File Folder

61551-312103 48100	Pkg	White File Folder Labels Self Adhesive 9/16 x 3 7/16″	250/Pkg	**$1.35**
61551-312202 48101	Pkg	Yellow File Folder Labels Self Adhesive 9/16 x 3 7/16″	250/Pkg	**$1.35**
61551-311402 48103	Pkg	Green File Folder Labels Self Adhesive 9/16 x 3 7/16″	250/Pkg	**$1.35**

Inv #	Unit	Description	Pkging	Appr. Cost
Labels - File Folder - con't				
61551-310602 48104	Pkg	Dark Blue File Folder Labels Self Adhesive 9/16 x 3 7/16"	250/Pkg	**$1.35**
61551-311907 48106	Pkg	Red File Folder Labels Self Adhesive 9/16 x 3 7/16"	250/Pkg	**$1.35**
20772-501662 48111	Pkg	Permanent Self Adhesive File Folder Labels for Laser Printers Assorted Colors 150 each of all White, and White with Blue, Red, Green, and Yellow Borders	750/Pkg	**$14.15**
Labels - Multipurpose - Tabulating				
61551-520754 48201	Box	White Self Adhesive Multipurpose Labels .75 X 1.50"	500/Box	**$2.97**
61551-521505 48202	Box	White Self Adhesive Multipurpose Labels 1.5 X 3"	160/Box	**$2.19**
61551-524202 48203	Box	White Self Adhesive Multipurpose Labels 4 X 2"	120/Box	**$2.51**
61551-524608 48204	Box	White Self Adhesive Multipurpose Labels 4 X 6"	40/Box	**$3.74**
61551-525308 48205	Box	White Self Adhesive Multipurpose Labels 5 X 3"	40/Box	**$2.05**
61551-541800 48601	Box	White Tabulating Labels Pin Feed - 1 up 4 X 15/16"	5M/Box	**$12.25**
61551-542105 48602	Box	White Tabulating Labels Pin Feed - 1 up 4 X 1 15/16"	5M/Box	**$25.00**

	Inv #	Unit	Description	Pkging	Appr. Cost
	Avery Labels - Machine - Laser Printer				
	61551-181102 48700	Each	White Copy Machine Labels 1 X 2.75" (Each = a box)	3300/ Box	**$15.00**
	61551-191705 48701	Each	White Laser Printer Labels 1 x 2 5/8" (Each = a box)	3000/ Box	**$16.55**
	61551-192406 48702	Each	White Laser Printer Labels 1 X 4" (Each = a box)	2000/ Box	**$16.52**
	61551-193750 48704	Each	White Laser Printer Labels 2 X 4" (Each = a box)	1000/ Box	**$16.55**
	61551-196506 48705	Each	White Laser Printer Labels 3 1/3 X 4" (Each = a box)	600/ Box	**$17.00**
	LabelWriter & Supplies				
	60530-151756 48740	Each	Dymo LabelWriter 400 PC, connects to a PC or Mac, Quickly make labels for envelopes, packages, files, folders, name badges - even Internet Postage. Prints directly from Microsoft Word, Outlook, WordPerfect, QuickBooks, ACT! and More. Compatible with Windows 2000, ME, XP and Mac OS X. Networkable. USB connectivity. Size - 5W x 7.25D x 5.5H		**$118.28**
	61551-211404 48745	Box	Address Label for Dymo LabelWriter. Size - 3.5 x 1.125 260 Labels Total	2/Box	**$11.35**
	61551-212501 48750	Box	Large Address Label for Dymo LabelWriter. Size - 3.5 x 1.4 520 Labels Total	2/Box	**$22.95**
	61551-213004 48755	Box	Shipping/High-Capacity Label for Dymo LabelWriter. Size - 4 x 2.3125 300 Labels Total	1/Box	**$24.95**

Inv #	Unit	Description	Pkging	Appr. Cost

Legal Pads (Each = package of 12)

61562-501009 54200	Each	Canary 5 x 8″ Junior Legal Pads Tops 12 packages per case		**$3.65**
61562-501603 54211	Each	Canary 8.5 x 11″ Legal Pads Tops 6 packages per case		**$4.59**
61562-506107 54212	Each	White 8.5 x 11″ Legal Pads Tops 6 packages per case		**$4.59**
61562-506701 54222	Each	White 8.5 x 14″ Legal Pads Tops 6 packages per case		**$6.51**

Legal Pad Holders

61548-554007 54301	Each	Black 5 x 8″ Legal Pad Holders		**$7.22**
61548-554254 54302	Each	Black 8.5 x 11″ Legal Pad Holders		**$4.23**
61548-554403 54303	Each	Black 8.5 x 14″ Legal Pad Holders		**$7.45**

Mail Supplies

64030-452003 50124	Each	Mailing Tubes 24″ X 2″ 25 tubes per case		**$1.07**

60546-442504 50700	Each	Envelope Moisteners 2 oz		**$0.57**

	Inv #	Unit	Description	Pkging	Appr. Cost
Mail Supplies - con't					
	60546-180252 50800	Each	Sortkwik Fingertip Moistener - 3/8 oz		$2.21
	61553-050503 68100	Each	Letter Openers		$0.66
	61553-050305 68102	Each	Letter Slitter - 2.5" 12 letter slitters per box		$0.41
Markers & Highlighters					
	62080-830953 52250	Each	Ballpoint Pen/Yellow Highlighter Combo 12 per box		$1.09
	61593-446000 52255	Each	Ballpoint Pen/Tape Flag Combo		$2.93
	61593-446109 52260	Each	Highlighter/Tape Flag Combo		$2.93
	62090-221813 52301	Each	Yellow Highlighter Wedge Tip 12 highlighters per box		$0.11
	62090-221516 52302	Each	Pink Highlighter Wedge Tip 12 highlighters per box		$0.11
	62090-221268 52303	Each	Green Highlighter Wedge Tip 12 highlighters per box		$0.11
	62090-221110 52304	Each	Blue Highlighter Wedge Tip 12 highlighters per box		$0.11

Inv #	Unit	Description	Pkging	Appr. Cost

Markers & Highlighters - con't

62090-362955 52313	Set	Hi-Liter EverBold Pen Style - Four Color Set Colors include: yellow, pink, blue and green		**$3.36**

Permanent Markers Bullet Tip -Marks most surfaces. High density ink. Full plastic body. Smear proof.

62090-603473 52403	Each	Green Bullet Tip 12 markers per box		**$0.70**
62090-603192 52404	Each	Blue Bullet Tip 12 markers per box		**$0.70**
62090-603887 52406	Each	Red Bullet Tip 12 markers per box		**$0.70**
62090-603036 52420	Each	Black Bullet Tip 12 markers per box		**$0.74**

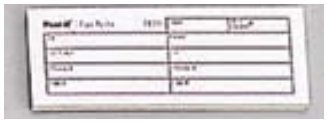
62090-400607 52100	Each	Sharpie Black, Bullet Tip Permanent Marker 12 markers per box		**$0.47**

62090-142001 52110	Set	Sharpie 4 Color Set (Black, Red, Blue, & Green) Permanent Markers, Bullet Tip	Set	**$2.59**

Permanent Markers Wedge Tip - Durable tri-mark top marks a fine, medium, or bold line.

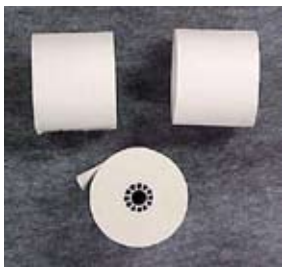
62090-450339 52503	Each	Green Wedge Tip 12 markers per box		**$0.44**
62090-450305 52504	Each	Blue Wedge Tip 12 markers per box		**$0.44**
62090-450354 52506	Each	Red Wedge Tip 12 markers per box		**$0.44**
62090-450404 52520	Each	Black Wedge Tip 12 markers per box		**$0.44**

62090-103151 54410	Each	Overhead Projection Markers VIS-A-VIS Wet Erase, Fine Tip, Black, Red, Blue, & Green	4 colors /Set	**$3.01**

	Inv #	Unit	Description	Pkging	Appr. Cost
Message & Memo Pads (Each = package of 12 pads)					
	61562-440547 42023	Each	Telephone Message Pads		$2.07
	61562-372567 54600	Each	Fax Transmittal Memos 4 X 1.5″ - White 3M		$4.82
Notebooks & Scratchpads					
	78573-751407 54501	Each	Wire Spiral Bound Notebooks 3 X 5″ 12 notebooks per package		$0.55
	78573-751555 54502	Each	Wire Spiral Bound Notebooks 4 X 6″ 12 notebooks per package		$0.79
	78573-751654 54503	Each	Wire Spiral Bound Notebooks 5 X 3″ 12 notebooks per package		$0.55
	78573-751753 54504	Each	Wire Spiral Bound Notebooks 6 X 4″ 12 notebooks per package		$0.79
	78573-752033 54505	Each	Wire Spiral Bound Notebooks 11 X 8.5″ 12 notebooks per package		$1.25
	78573-752108 54550	Pkg	Stenographers Notebooks 6 X 9″	12/Pkg	$7.56
	61562-430373 54701	Pkg	3 x 5″ White Scratch Pads	12/Pkg	$4.40
	61562-430753 54702	Pkg	4 x 6″ White Scratch Pads	12/Pkg	$6.54
	61562-431967 54703	Pkg	5 x 8″ White Scratch Pads	12/Pkg	$10.45

	Inv #	Unit	Description	Pkging	Appr. Cost

Paper - Adder Tape



Inv #	Unit	Description	Pkging	Appr. Cost
61573-641000 54001	Roll	Adder Tape 2.25" White 150 ft. 100 rolls per case	Roll	**$0.31**

Paper - Ring Book Filler

Inv #	Unit	Description	Pkging	Appr. Cost
61511-420509 54101	Pkg	White 8.5 x 5.5" Plain Filler Paper / Ring Book Sheets	100 Sht /Pkg	**$8.01**
61511-420558 54103	Pkg	White 11 x 8.5" Plain Filler Paper Plain / Ring Book Sheets Mylar Reinforced	100 Sht /Pkg	**$8.33**
61511-420905 54111	Pkg	White 8.5 x 5.5" Ruled Filler Paper / Ring Book Sheets	100 Sht /Pkg	**$7.46**
61511-421002 54112	Pkg	White 9.5 x 6" Ruled Filler Paper / Ring Book Sheets	100 Sht /Pkg	**$4.16**
61511-421101 54113	Pkg	White 11 x 8.5" Ruled Filler Paper Ruled / Ring Book Sheets Mylar Reinforced	100 Sht /Pkg	**$5.34**

Inv #	Unit	Description	Pkging	Appr. Cost

Pens, Pencils, Erasers, Lead

Felt Tip Pen - Rich marker type ink flows smoothly. Sturdy fine fibers create distinctive lines.

62090-740705 52204	Box	Blue	12/Box	**$1.44**
62090-746454 52206	Box	Red	12/Box	**$1.44**
62090-740655 52220	Box	Black	12/Box	**$1.44**

Jimnie Gel Ink Rollerball Pen - Wide barrel with ultra-soft rubber grip for ultimate comfort. Pocket clip. Nonrefillable.

62080-485055 55113	Each	Blue Medium Point 12 per box		**$.64**
62080-485204 55114	Each	Red Medium Point 12 per box		**$.64**
62080-485006 55115	Each	Black Medium Point 12 per box		**$.64**

Sarasa gel ink retractable, roller ball pen, soft rubber grip, sturdy pocket clip, non-refillable.

62080-480569 55116	Each	Blue Fine Point 12 per box		**$.57**
62080-480619 55117	Each	Red Fine Point 12 per box		**$.57**
62080-480510 55118	Each	Black Fine Point 12 per box		**$.57**

Extra Fine Point Pen - Extra Fine. Plastic point.

62090-481128 55121	Each	Blue 12 per box		**$0.12**
62090-483108 55122	Each	Red 12 per box		**$0.12**
62090-481029 55123	Each	Black 12 per box		**$0.12**

Inv #	Unit	Description	Pkging	Appr. Cost

Pens, Pencils, Erasers, Lead - con't

Soft Feel Retractable, No Slip Rubberized Barrel

62080-262157 55124	Dzn	Blue Medium Point BIC		$4.08
62080-281256 55125	Dzn	Blue Fine Point BIC		$4.08
62080-262009 55126	Dzn	Black Medium Point BIC		$4.08
62080-281009 55127	Dzn	Black Fine Point BIC		$4.08
62080-263056 55128	Dzn	Red Medium Point BIC		$4.08
62080-281751 55129	Dzn	Red Fine Point BIC		$4.08

Roller Pen - Medium Line, Cushion Ball Tip

62080-566201 55131	Each	Blue R-88C Pentel 12 per box		$0.25
62080-566409 55132	Each	Red R88-B Pentel 12 per box		$0.24
62080-566151 55133	Each	Black R88-A Pentel 12 per box		$0.25

Roller Pen - Micro Fine Line, Metal Tip

62080-561004 55135	Dzn	Blue R804-C Pentel 12 pens per box		$0.30
62080-560980 55136	Dzn	Red R804-B Pentel 12 pens per box		$0.30
62080-560956 55137	Dzn	Black R804-A Pentel 12 pens per box		$0.30

Uniball Roller Ball Pen Micro

62080-901317 55141	Each	Blue Uniball Roller Ball Pen Micro .2MM Sanford 12 pens per box		$0.53
62080-905813 55142	Each	Red Uniball Roller Ball Pen Micro .2MM Sanford 12 pens per box		$0.53
62080-901010 55143	Each	Black Uniball Roller Ball Pen Micro .2MM Sanford 12 pens per box		$0.53

Inv #	Unit	Description	Pkging	Appr. Cost

Pens, Pencils, Erasers, Lead - con't

Ergonomic Pen - Wide Body Soft Feel Comfort Grip, Reduces Finger Fatigue and Cramping

62080-840705 55147	Each	Blue Wide Body, Soft Feel Bic Pen, BIC-SCHWB11-BE 12 pens per box		**$0.45**
62080-840655 55149	Each	Black Wide Body, Soft Feel Bic Pen, BIC-SCWB11-BK 12 pens per box		**$0.45**
62080-846256 55151	Each	Red Wide Body, Soft Feel Bic Pen, BIC-SCWB11-RD 12 pens per box		**$0.45**

Pencils, Mechanical - Fineline all purpose pencil. Fixed sleeve. Push button lead advance.

62060-265055 55401	Each	.5mm Mechanical Pencil (Uses Inv. # 55603 eraser) Pentel 12 pencils per box		**$1.25**
62060-266053 55402	Each	.7mm Mechanical Pencil (Uses Inv. # 55603 eraser) Pentel 12 pencils per box		**$1.25**

62060-521002 55411	Dzn	#2.5 Medium Firm Pencil		**$0.59**
62060-520608 55412	Dzn	#2 Medium Soft Pencil Sanford/Berol		**$0.46**
62060-521408 55413	Dzn	#3 Hard Pencil		**$1.53**

62060-591500 55414	Set	Pencils - Assorted Colors (vermillion, brown, terra cotta, tuscan red, blue, carmine red, green, yellow, black, purple, light blue, and light green)		**$4.31**

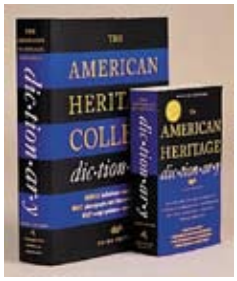
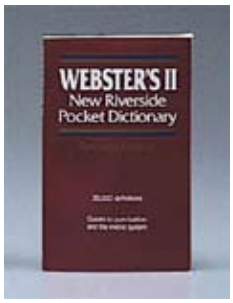
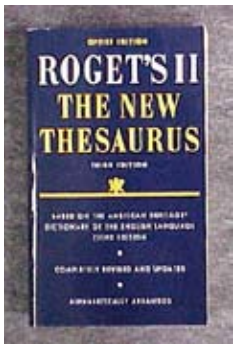
Pens, Pencils, Erasers, Lead - con't

	Inv #	Unit	Description	Pkging	Appr. Cost
	30530-601001 55415	Dzn	Red Medium Drawing Pencil - for marking blueprints, engineers notes, & print outs		$3.71
	62060-061579 55501	Tube	.5 mm Red Lead PEN-PPR-5 Pentel	12/Tube	$0.60
	62060-062106 55502	Tube	.5 mm 2H Lead PEN-C505-2H Pentel	12/Tube	$0.26
	62060-061751 55503	Tube	.5mm B Lead PEN-C-505-B Pentel	12/Tube	$0.26
	62060-061850 55504	Tube	.5mm H Lead PEN-C-505-H Pentel	12/Tube	$0.26
	62060-061900 55505	Tube	.5mm HB Lead PEN-505-HB Pentel	12/Tube	$0.26
	62060-063708 55506	Tube	.7mm H Lead PEN-50-H Pentel	12/Tube	$0.31
	62060-063757 55507	Tube	.7mm HB Lead PEN-50-HB Pentel	12/Tube	$0.31
	62020-676276 55603	Each	Mechanical Pencil Pentel Z2-1 Eraser for Pentel Z2-1 Each=3/Tube		$0.35
	62020-413902 55604	Each	Eraser Pencil Tip		$0.03
	62020-412201 55605	Each	Pink Pearl Eraser		$0.38
	62020-672200 55608	Each	Pentel Clic Eraser Just Clic to advance or retract eraser, pen shaped barrel with white eraser Pen - ZE21TA 12 erasers per box		$1.89
	62020-676250 55609	Each	Eraser Refill for Bic Clic PEN-ZER-2 (Each = a package)	2/Pkg	$1.16

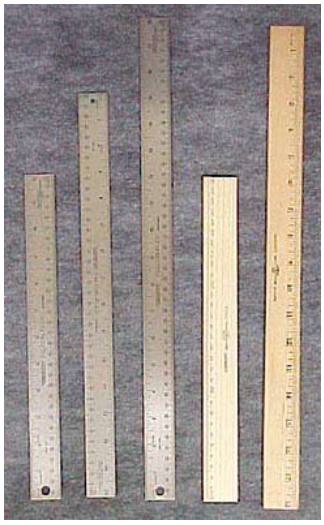
Portfolios & Report Covers

Inv #	Unit	Description	Pkging	Appr. Cost
61531-110247 33101	Each	Press Board Side Bound Red 11 x 8.5″ Prong Fasteners 25 per box		$0.85
61531-101154 33102	Each	Press Board Side Bound Black 11 x 8.5″ Prong Fasteners 25 per box		$0.85
53030-553001 33400	Each	White 8.5 x 11″ Pocket Portfolios Smead 25 portfolios per box		$0.31
53030-553100 33401	Each	Yellow 8.5 x 11″ Pocket Portfolios Smead 25 portfolios per box		$0.31
53030-552383 33403	Each	Green 8.5 x 11″ Pocket Portfolios Smead 25 portfolios per box		$0.31
53030-552219 33404	Each	Dark Blue 8.5 x 11″ Pocket Portfolios Smead 25 portfolios per box		$0.31
53030-552722 33406	Each	Red 8.5 x 11″ Pocket Portfolios Smead 25 portfolios per box		$0.31
53030-552862 33409	Each	Tan 8.5 x 11″ Pocket Portfolios Smead 25 portfolios per box		$0.31
53030-552607 33412	Each	Orange 8.5 x 11″ Pocket Portfolios Smead 25 portfolios per box		$0.31
53030-552359 33413	Each	Gray 8.5 x 11″ Pocket Portfolios Smead 25 portfolios per box		$0.31
53030-552227 33414	Each	Light Blue 8.5 x 11″ Pocket Portfolios Smead 25 portfolios per box		$0.31
61531-371500 33500	Each	Clear 11 x 8.5″ Report Covers with Spine 50 covers per box		$0.16

	Inv #	Unit	Description	Pkging	Appr. Cost
Post - It - Notes			**(Each = package of 12)**		
	61562-381469 54601	Each	2 x 1.5" Canary Post-it-Notes 3M		**$1.05**
	61562-383614 54602	Each	3 x 3" Canary Post-it-Notes 3M		**$2.28**
	61562-384257 54603	Each	5 x 3" Canary Post-it-Notes 3M		**$3.24**
Powerstrips					
	28590-591104 57003	Each	Powerstrips Surge Protected 4'		**$4.45**
	28590-591609 57004	Each	Powerstrips Surge Protected 12'		**$9.25**
Punches					
	60567-352202 59001	Each	1 Hole Punch		**$4.84**
	60567-430909 59002	Each	2 Hole Punch		**$3.35**
	60567-310358 59003	Each	Standard Adjustable 2 or 3 Hole Punch (Removable chip tray, 11 sheet capacity of 20 lb. paper or 14 sheet capacity of 16 lb., 9/32" hole)		**$11.54**
	60567-310408 59004	Each	Heavy Duty 3 Hole Punch (30 sheet capacity) Master Model 3-25		**$31.18**

	Inv #	Unit	Description	Pkging	Appr. Cost
Reference Materials					
	**71512-361487** 60101	Each	Dictionary College Edition		**$14.52**
	**71512-362550** 60102	Each	Dictionary - Pocket		**$2.88**
	**71512-367187** 60400	Each	Thesaurus - Paperback		**$5.95**
	71512-649808 60700	Each	Zip Code Book		**$4.95**

	Inv #	Unit	Description	Pkging	Appr. Cost
Ribbons					
	61035-030354 62001	Each	Calculator & Cash Register Ribbon C-Wind for Sharp & Casio Black/Red Fits hundreds of different point of sale calculator machines		$0.81
Rolodex					
	61557-419506 36200	Each	Rolodex VIP File 2.25 X 4"		$12.77
Rubber Bands					
	61575-324001 64001	Box	Rubber Bands Assorted Sizes Plymouth Assorted	1/4 LB.	$0.36
	61575-321262 64002	Box	Rubber Bands #18 3 X 1/16" Plymouth	1/4 LB.	$0.36
	61575-321361 64003	Box	Rubber Bands #19 3.5 X 1/15" Plymouth	1/4 LB.	$0.36
	61575-321817 64004	Box	Rubber Bands #32 3 X 1/8" Plymouth	1/4 LB.	$0.36
	61575-321916 64005	Box	Rubber Bands #33 3.5 X 1/8" Plymouth	1/4 LB.	$0.36
Rubber Fingers					
	60546-180906 64501	Each	Rubber Fingers Size 11 - 12 per box		$0.11
	60546-181052 64502	Each	Rubber Fingers Size 11.5 - 12 per box		$0.11
	60546-181151 64503	Each	Rubber Fingers Size 12 - 12 per box		$0.11
	60546-181367 64504	Each	Rubber Fingers Size 13 - 12 per box		$0.11
	60546-181441 64505	Each	Rubber Fingers Size 14 - 12 per box		$0.11

	Inv #	Unit	Description	Pkging	Appr. Cost
Rulers					
	61579-311210 66001	Each	Metal 12″ Ruler with Cork Backing Falcon		$1.70
	61579-311467 66002	Each	Metal 15″ Ruler with Cork Backing Falcon		$1.95
	61579-311624 66003	Each	Metal 18″ Ruler with Cork Backing Falcon		$2.20
	61579-810302 66011	Each	Wood 12″ Ruler		$0.86
	61579-812258 66012	Each	Wood 18″ Ruler		$1.05
Scissors					
	60569-451804 68001	Each	Scissors 2 1/2″ Blade 6″		$3.29
	60569-452950 68002	Each	Scissors 3 3/4″ Blade 8″		$3.91
Sheet Protectors					
	61580-091256 33600	Box	Side Load Clear 3 Hole 11 x 8.5″ Sheet Protectors 50 protectors per box		$0.03
	61580-112201 33625	Box	Top Load 11 x 8.5″ Sheet Protectors Non Glare 50 protectors per box		$0.07

Staples, Staplers & Removers

	Inv #	Unit	Description	Pkging	Appr. Cost
	61581-151307 70001	Box	Staples - Bostitch Heavy Duty 3/8" 70 Sheet Capacity	5000 /Box	**$13.25**
	61581-151588 70002	Box	Staples - Bostitch Heavy Duty ½" 100 Sheet Capacity	5000 /Box	**$14.25**
	61581-150556 70100	Box	Staples - Standard Bostitch	5000 /Box	**$0.44**
	61581-150457 70201	Box	Staples - Swingline #13 1/4"	1000 /Box	**$3.04**
	61581-151257 70202	Box	Staples - Swingline #13 3/8"	1000 /Box	**$3.30**
	61581-151505 70203	Box	Staples - Swingline #13 1/2"	1000 /Box	**$3.62**
	60588-400550 70501	Each	Small Desk Stapler Half Strip Ergonomic		**$3.09**
	60588-401004 70502	Each	Swingline 747 Deluxe Full Strip Stapler		**$8.35**
	60588-402853 70503	Each	Heavy Duty Staplers (Staples up to 150 pages)		**$20.80**
	60582-250753 70600	Each	Staple Removers Bates		**$0.25**

	Inv #	Unit	Description	Pkging	Appr. Cost
Storage Boxes					
	64025-701307 36100	Each	Banker/Storage Boxes 15 X 12 X 10" Acco Perma 12 boxes per case		**$1.75**
Transparencies					
	88042-441001 54403	Pkg	Transparencies Copy Machine 8.5 X 11" Black on Clear with White Sensing Strip	100 /Pkg	**$16.25**
Tape & Dispensers					
	83220-151001 72101	Roll	Drafting Tape 3/4" Pressure Sensitive Tape		**$2.73**
	83220-151506 72102	Roll	Drafting Tape 1"		**$3.28**
	83228-190852 72200	Roll	Filament Tape 1" (for reinforcing and bundling applications)		**$3.22**

	Inv #	Unit	Description	Pkging	Appr. Cost
Tape & Dispensers - con't					
	83232-121190 72501	Roll	Package Sealing Tape with Dispenser 2" Clear 4 rolls per package		**$2.87**
	83222-080349 72702	Roll	Invisible Mending Tape (Scotch Tape) 3/4" 3M 12 boxes of tape per package		**$0.55**
	61588-110439 72802	Each	Tape Dispenser C38 Desk		**$1.48**
	61588-114605 72803	Each	Tape Dispenser Hand H127		**$0.42**
	61588-113755 72804	Each	Filament Tape Dispenser		**$55.00**

Tape - Flags (Package = 50 tape flags)

Inv #	Unit	Description	Pkging	Appr. Cost
61593-410659 48400	Pkg	White Tape Flags 1 X 1.7" 3M		$1.14
61593-410535 48401	Pkg	Canary Tape Flags 1 X 1.7" 3M		$1.14
61593-410576 48403	Pkg	Green Tape Flags 1 X 1.7" 3M		$1.14
61593-410550 48404	Pkg	Blue Tape Flags 1 X 1.7" 3M		$1.14
61593-410634 48406	Pkg	Red Tape Flags 1 X 1.7" 3M		$1.14
61593-410592 48412	Pkg	Orange Tape Flags 1 X 1.7" 3M		$1.14
61593-410618 48417	Pkg	Purple Tape Flags 1 X 1.7" 3M		$1.14

Assorted Printed Tape Flag Sets - 20 Each .5 x 1.75" Flags, 80 Flags per set.

Inv #	Unit	Description	Pkging	Appr. Cost
61593-412804 48420	Set	Signature Set - 20 Each PLEASE INITIAL, PLEASE SIGN AND DATE, PLEASE SIGN HERE, PLEASE SIGN & RETURN		$3.04
61593-412754 48421	Set	Action Set - 20 Each FAX, COPY, FYI, FILE		$3.04
61593-412770 48422	Set	Attention Set - 20 Each RUSH, NOTE, COPY, IMPORTANT		$3.04

	Inv #	Unit	Description	Pkging	Appr. Cost
Telephone Accessories					
	61533-710101 74100	Each	Softalk Phone Rest - Ash (Frees hands. Self adhesive back attaches easily)		$6.76
Trays					
	61555-731449 75201	Each	Beige Plastic LEGAL Tray Front Loading 6 trays per case		$5.45
	61555-731480 75211	Each	Black Plastic LEGAL Tray Front Loading 6 trays per case		$5.60
	61555-731498 75212	Each	Black Plastic LETTER Tray Front Loading 6 trays per case		$6.54
	61555-771502 75301	Each	Wire LEGAL Tray Front Loading		$4.27
	61555-772203 75302	Each	Wire LETTER Tray Front Loading		$3.57
Warming Panels (Approved by Facility Management)					
	46597-534240 76001	Each	Underdesk Warming Panels 150 Watts Tri-Lite 16X22X1"		$65.40
	46597-537839 76003	Each	Heater Stand for Under Desk Warming Panel		$13.00
Waste Containers					
	61595-511009 77001	Each	Beige		$2.40

PAPER PRODUCTS

TEXT STOCK

8.5 X 11" – D20100
8.5 X 14" – D20400
11 X 17" – D20700

20# WHITE BOND

20# CANARY BOND

20# PINK BOND

20# GREEN BOND

20# BLUE BOND

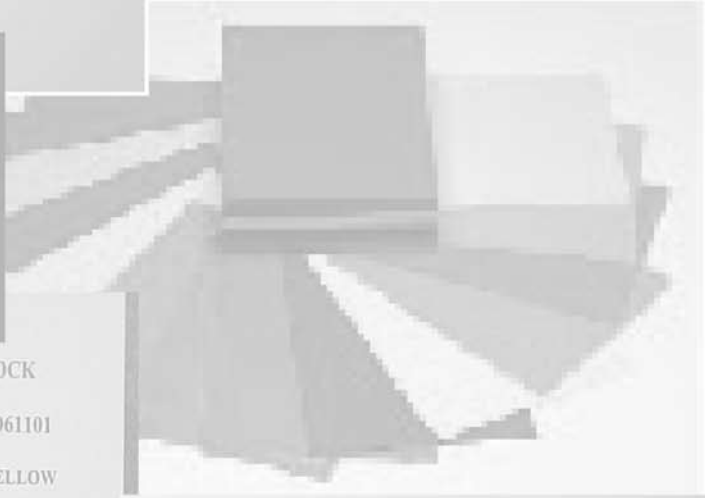
20# GOLD BOND

20# CHERRY BOND

20# BUFF BOND

20# SALMON BOND

20# ORCHID BOND



TEXT STOCK

8.5 X 11" – D61101

60# SOLAR YELLOW

60# REENTRY RED

60# CELESTIAL BLUE

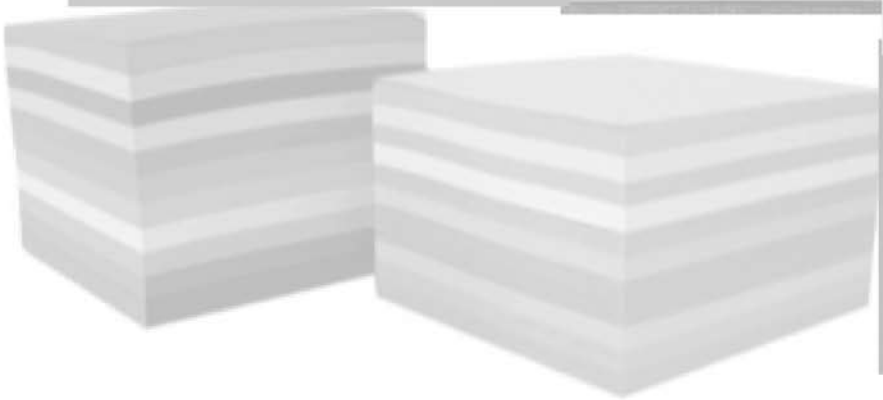
60# GAMMA GREEN

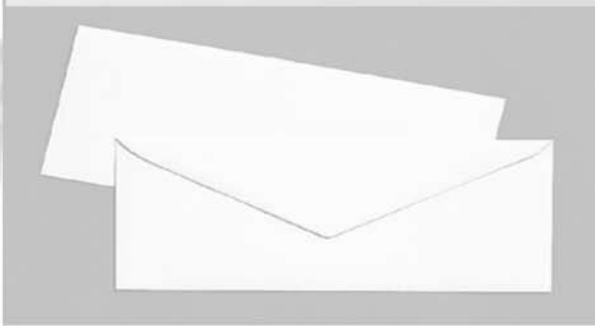
65# SOLAR YELLOW

65# REENTRY RED

65# CELESTIAL BLUE

65# GAMMA GREEN





Inv #	Unit	Description	Pkging	Appr. Cost
Certificates				
08078-410852 D80301	Each	Blue Certificates 8.5 x 11″	500 Shts /Pkg	**$0.15**
08078-411058 D80302	Each	Brown Certificates 8.5 x 11″	500 Shts /Pkg	**$0.15**
08078-411256 D80303	Each	Green Certificates 8.5 x 11″	500 Shts /Pkg	**$0.15**
Envelopes				
31030-671676 D09109	Box	Regular #9 White 3 7/8 x 8 7/8″ 5 boxes per case	500/Box	**$5.55**
31030-672138 D09110	Box	Regular #10 White 4 1/8 x 9.5″ 5 Box per case	500/Box	**$5.60**
31030-721901 D09209	Box	Window #9 White 3 7/8 x 8 7/8″ 5 boxes per case	500/Box	**$6.62**
31030-722354 D09210	Box	Window #10 White 4 1/8 x 9.5″ 5 boxes per case	500/Box	**$6.67**
31030-723451 D09211	Box	Window #11 White 4.5 x 10 3/8″ 5 boxes per case	500/Box	**$15.53**
31030-871003 D09112	Box	Regular #10 White Privacy Tint 4 1/8 x 9.5″ 5 boxes per case	500/Box	**$7.15**
31030-951508 D09212	Box	Window #10 White Privacy Tint 4 1/8 x 9.5″ 5 boxes per case	500/Box	**$8.20**
31024-881000 D09600	Box	Window #9 White 3 7/8 x 8 7/8″ 24 lb. White Wove Window size 1 1/16 x 3 1/8 7/8″ from the left 7/16″ from the bottom 5 boxes per case	500/Box	**$14.25**

Inv #	Unit	Description	Pkging	Appr. Cost

Paper - Miscellaneous

61531-411447 D70000	Each	Plastic Covers (Report) (10 mil) Clear 8.5 x 11"		**$0.27**
64574-491003 D80200	Ctn	Mac Tac (self adhesive back) White 8.5 x 11"		**$0.26**

Paper - Text Stock

Text Stock - Must be ordered in FULL REAMS. Text stock has 500 sheets to a ream. If you need a smaller quantity, submit a Request for Printing (SFN 2490) to Central Duplicating. Write the quantity and description in the "Special Instructions" section.

Text Stock is packaged 500 Sheets per Ream - 10 Reams per Case for 8 1/2 x 11" and 8 1/2 x 14". 11 x 17" contains 5 reams per case. Price reflects the cost of a ream.

64521-221255 D20098	Rm	Laser Paper White 8.5 x 11" 24 lb.	500/shts	**$2.78**
64521-571006 D20099	Rm	Drilled 20 lb. White Bond Smooth Finish 8.5 x 11" (3 hole punched)	500/shts	**$2.21**
64521-441283 D20100	Rm	Bond 20 lb. White 8.5 x 11" Smooth Finish	500/shts	**$2.03**
64521-440582 D20101	Rm	Bond 20 lb. Canary 8.5 x 11" Recycled 30% Post Consumer Waste	500/shts	**$2.67**
64521-441010 D20102	Rm	Bond 20 lb. Pink 8.5 x 11" Recycled 30% Post Consumer Waste	500/shts	**$2.67**
64521-440889 D20103	Rm	Bond 20 lb. Green 8.5 x 11" Recycled 30% Post Consumer Waste	500/shts	**$2.67**
64521-440392 D20104	Rm	Bond 20 lb. Blue 8.5 x 11" Recycled 30% Post Consumer Waste	500/shts	**$2.67**

Paper - Text Stock - con't

Inv #	Unit	Description	Pkging	Appr. Cost
64521-440855 D20105	Rm	Bond 20 lb. Gold 8.5 x 11" Recycled 30% Post Consumer Waste	500/shts	$2.67
64521-440681 D20106	Rm	Bond 20 lb. Cherry 8.5 x 11" Recycled 30% Post Consumer Waste	500/shts	$2.67
64521-440483 D20107	Rm	Bond 20 lb. Buff 8.5 x 11" Recycled 30% Post Consumer Waste	500/shts	$2.67
64521-441085 D20112	Rm	Bond 20 lb. Salmon 8.5 x 11" Recycled 30% Post Consumer Waste	500/shts	$2.67
64521-440954 D20117	Rm	Bond 20 lb. Orchid 8.5 x 11" Recycled 30% Post Consumer Waste	500/shts	$2.67
64521-442109 D20400	Rm	Bond 20 lb. White 8.5 x 14" Multipurpose	500/shts	$2.75
64521-442190 D20401	Rm	Bond 20 lb. Canary 8.5 x 14" Recycled 30% Post Consumer Waste	500/shts	$3.56
64521-442323 D20402	Rm	Bond 20 lb. Pink 8.5 x 14" Recycled 30% Post Consumer Waste	500/shts	$3.56
64521-442240 D20403	Rm	Bond 20 lb. Green 8.5 x 14" Recycled 30% Post Consumer Waste	500/shts	$3.56
64521-442166 D20404	Rm	Bond 20 lb. Blue 8.5 x 14" Recycled 30% Post Consumer Waste	500/shts	$3.56
64521-442232 D20405	Rm	Bond 20 lb. Gold 8.5 x 14" Recycled 30% Post Consumer Waste	500/shts	$3.56
64521-442208 D20406	Rm	Bond 20 lb. Cherry 8.5 x 14" Recycled 30% Post Consumer Waste	500/shts	$3.56
64521-442174 D20407	Rm	Bond 20 lb. Buff 8.5 x 14" Recycled 30% Post Consumer Waste	500/shts	$3.56

Paper - Text Stock - con't

Inv #	Unit	Description	Pkging	Appr. Cost
64521-442406 D20412	Rm	Bond 20 lb. Salmon 8.5 x 14" Recycled 30% Post Consumer Waste	500/shts	**$3.56**
64521-445250 D20700	Rm	Bond 20 lb. White 11 x 17" 30%	500/shts	**$4.26**
64521-445086 D20701	Rm	Bond 20 lb. Canary 11 x 17" Recycled 30%	500/shts	**$5.59**
64521-445193 D20702	Rm	Bond 20 lb. Pink 11 x 17" Recycled 30%	500/shts	**$5.59**
64521-445151 D20703	Rm	Bond 20 lb. Green 11 x 17" Recycled 30%	500/shts	**$5.59**
64521-445045 D20704	Rm	Bond 20 lb. Blue 11 x 17" Recycled 30%	500/shts	**$5.59**
64521-445144 D20705	Rm	Bond 20 lb. Gold 11 x 17" Recycled 30%	500/shts	**$5.59**
64521-445102 D20706	Rm	Bond 20 lb. Cherry 11 x 17" Recycled 30%	500/shts	**$5.59**
64521-445052 D20707	Rm	Bond 20 lb. Buff 11 x 17" Recycled 30%	500/shts	**$5.59**
64521-445227 D20712	Rm	Bond 20 lb. Salmon 11 x 17" Recycled 30%	500/shts	**$5.59**
64590-581852 D24100	Rm	White 24 lb. Royal Linen 8.5 x 11" Recycled Text 20% Post Consumer Waste Laser Compatible	500/shts	**$6.28**
64590-580953 D24104	Rm	Blue 24 lb. Royal Linen 8.5 x 11" Recycled Text 20% Post Consumer Waste Laser Compatible	500/shts	**$6.57**
64590-581258 D24108	Rm	Ivory 24 lb. Royal Linen 8.5 x 11" Recycled Text 20% Post Consumer Waste Laser Compatible	500/shts	**$6.57**
64590-581100 D24113	Rm	Gray 24 lb. Royal Linen 8.5 x 11" Recycled Text 20% Post Consumer Waste Laser Compatible	500/shts	**$6.57**

Paper - Text Stock - con't

Inv #	Unit	Description	Pkging	Appr. Cost
64521-492005 D50100	Rm	White 50 lb. Recycled 8.5 x 11" Text	500/shts	**$2.34**
64535-392480 D60100	Rm	White 60 lb. Vellum 8.5 x 11"	500/shts	**$3.28**
64535-392431 D60101	Rm	Yellow 60 lb. Vellum 8.5 x 11" Recycled 30% Post Consumer Waste	500/shts	**$3.55**
64535-392944 D60104	Rm	Blue 60 lb. Vellum 8.5 x 11" Recycled 30% Post Consumer Waste	500/shts	**$3.55**
64535-392670 D60108	Rm	Ivory 60 lb. Vellum 8.5 x 11" Recycled 30% Post Consumer Waste	500/shts	**$3.55**
64531-300594 D60109	Rm	Tan 60 lb. Vellum 8.5 x 11" Recycled 30% Post Consumer Waste	500/shts	**$3.55**
64535-392639 D60113	Rm	Gray 60 lb. Vellum 8.5 x 11" Recycled 30% Post Consumer Waste	500/shts	**$3.55**
64535-392894 D60400	Rm	White 60 lb. Vellum 8.5 x 14" Recycled 30% Post Consumer Waste	500/shts	**$4.54**
64535-393074 D60408	Rm	Ivory 60 lb. Vellum 8.5 x 14" Recycled 30% Post Consumer Waste	500/shts	**$4.62**
64535-393280 D60700	Rm	White 60 lb. Vellum 11 x 17"	500/shts	**$6.93**
64535-393702 D60701	Rm	Yellow 60 lb. Vellum 11 x 17" Recycled 30% Post Consumer Waste	500/shts	**$7.18**
64535-393348 D60704	Rm	Blue 60 lb. Vellum 11 x 17" Recycled 30% Post Consumer Waste	500/shts	**$7.18**
64535-393488 D60708	Rm	Ivory 60 lb. Vellum 11 x 17" Recycled 30% Post Consumer Waste	500/shts	**$7.18**
64535-393546 D60709	Rm	Tan 60 lb. Vellum 11 x 17" Recycled 30% Post Consumer Waste	500/shts	**$7.18**

Paper - Text Stock - con't

Inv #	Unit	Description	Pkging	Appr. Cost
64535-393439 D60713	Rm	Gray 60 lb. Vellum 11 x 17" Recycled 30% Post Consumer Waste	500/shts	**$7.18**
64590-621658 D61101	Rm	Solar Yellow Astrobrights 60 lb. 8.5 x 11"	500/shts	**$4.87**
64590-621302 D61103	Rm	Gamma Green 60 lb. Astrobrights 8.5 x 11" Recycled 30% Post Consumer Waste	500/shts	**$4.87**
64590-621203 D61104	Rm	Celestial Blue 60 lb. Astrobrights 8.5 x 11" Recycled 30% Post Consumer Waste	500/shts	**$4.87**
64590-621450 D61106	Rm	Re-Entry Red 60 lb. Astrobrights 8.5 x 11" Recycled 30% Post Consumer Waste	500/shts	**$4.87**
64564-591986 D70100	Rm	White 70 lb. Vellum 8.5 x 11"	500/shts	**$7.21**
64590-681751 D71100	Rm	White 70 lb. Royal Fiber 8.5 x 11" Recycled 30% Post Consumer Waste	500/shts	**$8.24**
64590-681553 D71104	Rm	Ice Blue 70 lb. Royal Fiber 8.5 x 11" Recycled 30% Post Consumer Waste	500/shts	**$8.24**
64590-681157 D71108	Rm	Cream 70 lb. Royal Fiber 8.5 x 11" Recycled 30% Post Consumer Waste	500/shts	**$8.24**
64590-681355 D71113	Rm	Gray 70 lb. Royal Fiber 8.5 x 11" Recycled 30% Post Consumer Waste	500/shts	**$8.24**

Paper - Cover Stock

Cover Stock - ***Minimum order is in increments of 250 sheets.***

Cover stock is packaged 250 sheets per package - 2000 sheets per case for 8 1/2 x 11″. 11 x 17″ contains 250 sheets per package/1000 sheets per case. Price reflects the cost of 250 sheets.

Inv #	Unit	Description	Pkging	Appr. Cost
64535-082404 D67100	SHE	White Bristol 67 lb. Cover 8.5 x 11″	250 shts	**$2.73**
64535-082503 D67101	SHE	Yellow Bristol 67 lb. Cover 8.5 x 11″	250 shts	**$2.94**
64535-081703 D67102	SHE	Pink Bristol 67 lb. Cover 8.5 x 11″	250 shts	**$2.94**
64535-081281 D67103	SHE	Green Bristol 67 lb. Cover 8.5 x 11″	250 shts	**$2.94**
64535-081109 D67104	SHE	Blue Bristol 67 lb. Cover 8.5 x 11″	250 shts	**$2.94**
64535-081208 D67105	SHE	Gold Bristol 67 lb. Cover 8.5 x 11″	250 shts	**$2.94**
64535-081356 D67108	SHE	Ivory Bristol 67 lb. Cover 8.5 x 11″	250 shts	**$2.94**
64535-082057 D67109	SHE	Tan Bristol 67 lb. Cover 8.5 x 11″	250 shts	**$2.94**
64535-081000 D67111	SHE	Aqua Bristol 67 lb. Cover 8.5 x 11″	250 shts	**$2.94**
64535-081257 D67113	SHE	Gray Bristol 67 lb. Cover 8.5 x 11″	250 shts	**$2.94**
64535-081604 D67117	SHE	Orchid Bristol 67 lb. Cover 8.5 x 11″	250 shts	**$2.94**
64535-084319 D67700	SHE	White Bristol 67 lb. Cover 11 x 17″	250 shts	**$5.46**
64535-084350 D67701	SHE	Yellow Bristol 67 lb. Cover 11 x 17″	250 shts	**$5.94**
64535-083758 D67702	SHE	Pink Bristol 67 lb. Cover 11 x 17″	250 shts	**$5.94**
64535-083253 D67703	SHE	Green Bristol 67 lb. Cover 11 x 17″	250 shts	**$5.94**
64535-083006 D67704	SHE	Blue Bristol 67 lb. Cover 11 x 17″	250 shts	**$5.94**

Paper - Cover Stock - con't.

Inv #	Unit	Description	Pkging	Appr. Cost
64535-083956 D67706	SHE	Red Bristol 67 lb. Cover 11 x 17"	250 shts	$5.94
64535-083402 D67708	SHE	Ivory Bristol 67 lb. Cover 11 x 17"	250 shts	$5.94
64535-084103 D67709	SHE	Tan Bristol 67 lb. Cover 11 x 17"	250 shts	$5.94
64535-083600 D67710	SHE	Orange Bristol 67 lb. Cover 11 x 17"	250 shts	$5.94
64535-082909 D67711	SHE	Aqua Bristol 67 lb. Cover 11 x 17"	250 shts	$5.94
64535-083204 D67713	SHE	Gray Bristol 67 lb. Cover 11 x 17"	250 shts	$5.94
64535-083659 D67717	SHE	Orchid Bristol 67 lb. Cover 11 x 17"	250 shts	$5.94
64531-300669 D68100	SHE	White Vellum 65# Cover 8.5 x 11"	250 shts	$6.25
64535-392597 D68101	SHE	Canary Vellum 65# Cover 8.5 x 11"	250 shts	$6.25
64535-392662 D68103	SHE	Green Vellum 65# Cover 8.5 x 11"	250 shts	$6.25
64535-392548 D68104	SHE	Blue Vellum 65# Cover 8.5 x 11"	250 shts	$6.25
64535-952002 D81100	SHE	White 80 lb.Royal Fiber Cover 8.5 x 11" Recycled 30% Post Consumer Waste	250 shts	$8.07
64535-951608 D81104	SHE	Ice Blue 80 lb. Royal Fiber Cover 8.5 x 11" Recycled 30% Post Consumer Waste	250 shts	$8.07
64535-951004 D81108	SHE	Cream 80 lb. Royal Fiber Cover 8.5 x 11" Recycled 30% Post Consumer Waste	250 shts	$8.07
64535-951400 D81113	SHE	Gray 80 lb. Royal Fiber Cover 8.5 x 11" Recycled 30% Post Consumer Waste	250 shts	$8.07

Inv #	Unit	Description	Pkging	Appr. Cost
Paper - Cover Stock - con't				
64535-392795 D68105	SHE	Gold Vellum 65# Cover 8.5 x 11"	250 shts	**$6.25**
64535-392811 D68108	SHE	Ivory Vellum 65# Cover 8.5 x 11"	250 shts	**$6.25**
64531-300644 D68109	SHE	Tan Vellum 65# Cover 8.5 x 11"	250 shts	**$6.25**
64531-300628 D68110	SHE	Orange Vellum 65# Cover 8.5 x 11"	250 shts	**$6.25**
64531-300602 D68111	SHE	Aqua Vellum 65# Cover 8.5 x 11"	250 shts	**$6.25**
64535-392712 D68112	SHE	Salmon Vellum 65# Cover 8.5 x 11"	250 shts	**$6.25**
64535-392613 D68113	SHE	Gray Vellum 65# Cover 8.5 x 11"	250 shts	**$6.25**
64535-392753 D68117	SHE	Orchid Vellum 65# Cover 8.5 x 11"	250 shts	**$6.25**
64535-393181 D69101	SHE	Solar Yellow 65 lb. Astrobrights Cover 8.5 x 11"	250 shts	**$4.82**
64535-393066 D69103	SHE	Gamma Green 65 lb. Astrobrights Cover 8.5 x 11" Recycled 30% Post Consumer Waste	250 shts	**$4.82**
64535-392969 D69104	SHE	Celestial Blue 65 lb. Astrobrights Cover 8.5 x 11" Recycled 30% Post Consumer Waste	250 shts	**$4.82**
64531-300529 D69106	SHE	Re-Entry Red 65 lb. Astrobrights Cover 8.5 x 11" Recycled 30% Post Consumer Waste	250 shts	**$4.82**
64531-308001 D69701	SHE	Solar Yellow 65 lb. Astrobrights Cover 11 x 17"	250 shts	**$10.08**
64535-393462 D69703	SHE	Gamma Green 65 lb. Astrobrights Cover 11 x 17" Recycled 30% Post Consumer Waste	250 shts	**$10.08**

Inv #	Unit	Description	Pkging	Appr. Cost
Paper - Cover Stock - con't				
64535-393363 D69704	SHE	Celestial Blue 65 lb. Astrobrights Cover 11 x 17" Recycled 30% Post Consumer Waste	250 shts	**$10.08**
64531-307953 D69706	SHE	Re-Entry Red 65 lb. Astrobrights Cover 11 x 17" Recycled 30% Post Consumer Waste	250 shts	**$10.08**