

KPC Copier Paper Orders

As part of our continuing efforts to provide you with cost effective procurement opportunities, we have awarded contracts to both Office Depot and XPEDX for copier paper.

Please complete the appropriate, attached form and fax it to KEDC at (606) 928-3785. Your procurement team representative, Susan Ramey, will review your order and place it with the vendor that provides you the greatest savings. Taking into consideration:

- ◆ Quantities ordered**
- ◆ Delivery destinations**
- ◆ Delivery date specifications.**

Thank you for choosing the KPC copier paper bid. Please contact us at (800) 737-0204 if you have any questions.

**Sharon Fields
KEDC Bid Team Leader**

**Susan Ramey
Administrative Assistant**

**Ann Burden
GRREC – Bid Coordinator**



WWW.KYBUY.ORG

Kentucky's Purchasing Cooperatives Copier Paper Order Form (White Only)

Ordered, Shipped and Invoiced March 1-April 30, 2009

Fax to KEDC Procurement Department (606) 928-3785

Required Information - Bill To:

Board of Education: _____

District Purchase Order # _____

Do you have a loading dock? YES NO

***Freight WILL be charged unless the minimum 120 case order is met. See explanation below.**

Attention: _____

Date of Order: _____

Required Information - Ship To:

Building Name: _____

**** Contact Name & Phone # for delivery notice:**

Exact Delivery Address: (No P.O. boxes)

City _____ State _____ Zip _____

Preferred Delivery Date: _____

CODE #	DESCRIPTION	PRICE	QTY	TOTAL
661000 Xpedx price	Dual Purpose Paper 84 Brightness, 8 ½ x 11, 20# White, 5,000 sheets per carton, Xpedx Truckload Price Break (qty of 840 or more cartons)	27.50		
661001 Xpedx price	Dual Purpose Paper 84 Brightness, 8 ½ x 11, 20# White, 5,000 sheets per carton, (Carton price on orders LESS THAN 840 CARTONS, 40 cartons or more, must be ordered in pallets of 40) CALL FOR PRICING ON LESS THAN 40 CARTONS	31.00		
Xpedx price	Dual Purpose Paper 84 Brightness, 8 ½ x 14, 20# White, 5,000 sheets per carton, (CARTON PRICE)	42.00		
661003 Xpedx price	Dual Purpose Paper 84 Brightness, 11 x 17, 20# White, 2,500 sheets per carton, (CARTON PRICE)	33.00		
Xpedx price	Dual Purpose Paper 84 Brightness, 8 ½ x 11, 20# White, 3 hole drilled - 5,000 sheets per carton, (CARTON PRICE)	33.00		
Total				

***Shipping restrictions:**

- **40** case MINIMUM for for Xpedx (8 ½ x 11 & 11x17 a pallet is 40 cases for 8 ½ x 14 a pallet is 30 cases) * **No freight for regular delivery orders.**
- There is no minimum on color paper as long as it is ordered in even cartons (no half cartons) **and** is accompanied by minimum order of 40 cartons white. Shortages and exceptions must be reported to the driver **at the time of delivery** and written on the Bill of Lading. Shortages **cannot** be collected thereafter.



**Kentucky's Purchasing Cooperatives
Copier Paper Order Form (COLORS Only)**
Ordered, Shipped and Invoiced March 1-April 30, 2009
to KEDC Procurement Department (606) 928-3785

Bill To:
Board of Education: _____
District Purchase Order # _____
Do you have a loading dock? YES NO
***Freight WILL be charged unless the minimum
120 case order is met.**
Attention: _____
Date of Order: _____

Ship To:
Building Name: _____
Contact Name & Phone # for delivery notice:

Shipping Address: (No P.O. boxes)

City _____ State _____ Zip _____
Preferred Delivery Date: _____

***All colors are Premium #4 Xerographic paper, 20# with 5,000 sheets per carton.**

CODE #	DESCRIPTION	PRICE	QTY	TOTAL
661009	BLUE CARTON - 8 ½ x 11 436463 (Xpedx price)	34.00		
661010	BUFF CARTON - 8 ½ x 11 324175	34.00		
661011	CREAM CARTON - 8 ½ x 11 436448	34.00		
661012	CHERRY CARTON - 8 ½ x 11 324169	34.00		
661013	GOLD CARTON - 8 ½ x 11 324256	34.00		
661014	GRAY CARTON - 8 ½ x 11 324326	34.00		
661015	GREEN CARTON - 8 ½ x 11 436470	34.00		
661016	IVORY CARTON - 8 ½ x 11 324121	34.00		
661017	ORCHID CARTON - 8 ½ x 11 219650	34.00		
661018	PINK CARTON - 8 ½ x 11 436477	34.00		
661019	SALMON CARTON - 8 ½ X 11 324379	34.00		
661020	TAN CARTON - 8 ½ X 11 100007	34.00		
661885	YELLOW CARTON - 8 ½ X 11 436455	34.00		
	BLUE CARTON - 8 ½ X 14 436462 (Xpedx price)	49.00		
	BUFF CARTON - 8 ½ x 14 324176	49.00		
	CREAM CARTON - 8 ½ x 14 436449	49.00		
	CHERRY CARTON - 8 ½ x 14 101090	49.00		
	GOLD CARTON - 8 ½ x 14 324257	49.00		
	GRAY CARTON - 8 ½ x 14 101095	49.00		
	GREEN CARTON - 8 ½ x 14 436471	49.00		
	Total			

***Shipping restrictions Xpedx:**

- There is no minimum on color paper as long as it is ordered in even cartons (no half cartons) and you meet the minimum on white, which is 40 cases of 8 ½ x 11, 8 ½ x 14 or 11 x 17.
- Shortages and exceptions must be reported to the driver **at the time of delivery** and written on the Bill of Lading. Shortages **cannot** be collected thereafter.