

<b>UNIVERSITY STOREROOM SUPPLIES LIST</b>			
<b>FY 06/07</b>			
<b>STOCK</b>	<b>DESCRIPTION</b>	<b>UNIT</b>	<b>COST</b>
EN92	BATTERIES, AAA - ALKALINE (4/PKG)	PKG	\$4.50
EN91	BATTERIES, AA - ALKALINE (4/PKG)	PKG	\$5.50
EN93	BATTERIES, C - ALKALINE	EACH	\$3.50
EN95	BATTERIES, D - ALKALINE	EACH	\$3.50
10220	BINDER CLIPS, LARGE, (12/BOX)	BOX	\$4.90
87005	BINDER CLIPS, MEDIUM, (12/BOX)	BOX	\$3.50
10200	BINDER CLIPS, SMALL, (12/BOX)	BOX	\$2.20
1402	CHALK (12/PKG)	PKG	\$1.50
804526	CHALKBOARD, ERASERS	EACH	\$5.00
75407	CORRECTION FLUID, Multi Purpose (white)	EACH	\$1.00
75510	CORRECTION FLUID, Pen (white)	EACH	\$2.50
350	DISCS, FLOPPY, 3.5, 1.44MB IBM Formatted (10+1/BX)	BOX	\$7.00
5002	ENVELOPES, HSSU, WHITE, NON-WINDOW, #10 (500/BOX)	BOX	\$27.00
5001	ENVELOPES, HSSU, WHITE, W/ WINDOW, #10 500/BX	BOX	\$30.00
IE1013	ENVELOPES, INTERDEPARTMENTAL 10X13 ( 100/BX)	BOX	\$30.00
5002	ENVELOPES, KRAFT 10 X 12 " (25/PKG)	PKG	\$4.00
5004	ENVELOPES, KRAFT 10 X 13 " (25/PKG)	PKG	\$4.20
5003	ENVELOPES, KRAFT 9 X 12 " (50/PKG)	PKG	\$3.60
15113	FILE FOLDER, Manila ,LGL Size 0 1/3" CUT 100/BX	BOX	\$13.00
12113	FILE FOLDER, Manila ,LTR Size 0 1/3" CUT 100/BX	BOX	\$11.00
752	FILE FOLDER, Oxford Manila, LTR Size 0 1/3" CUT 100/BX	BOX	\$11.50
91525	FILE HANGING FOLDER, 2"Tab & Insert, LTR Size 25/BX	BOX	\$14.00
CCD2	FORM, Copy Center/Duplicating Request (25/PKG)	PKG	\$6.50
DOS3	FORM, Disbursing Order ( 50/PKG )	PKG	\$8.10
EAF4	FORM, Employee Authorization 4 Pages(10/PKG)	PKG	\$12.70
IC5	FORM, Inventory Change (25/PKG)	PKG	\$5.70
OTR8	FORM, Overtime Request ( 10/PKG )	PKG	\$6.90
PCA6	FORM, Payroll Change Authorization (10/PKG)	PKG	\$3.50
PCF7	FORM, Petty Cash (10/PKG)	PKG	\$2.20
RA1	FORM, Report of Absence ( 50/PKG )	PKG	\$5.10
SER9	FORM, S & E Requisitions (25/PKG)	PKG	\$7.30
TSN11	FORM, Timesheet -- Non- Salaried (25/PKG)	PKG	\$4.20
TSS10	FORM, Timesheet -- Salaried (25/PKG)	PKG	\$4.20
TCA12	FORM, Travel Cash/Authorization (10/PKG)	PKG	\$2.30
TER13	FORM, Travel Expense Report ( 10/PKG)	PKG	\$2.30
WO14	FORM, Work Order ( 25/PKG )	PKG	\$7.00
166	GLUE STICK	EACH	\$1.00
25164	HIGHTLIGHTER, Major Accent Fluorescent Yellow, 4/PK	PK	\$2.50
27075	HIGHTLIGHTER, Pocket Style, Accent Fluorescent Assorted, 5/PK	PK	\$2.25
23565	HI-LITER, Fluorescent Pen Style Assorted, 6/PK	PK	\$2.35
47215	INDEX CARDS, 3X5 (100/PK)	PK	\$0.55
ID51	INDEX CARDS, 5X8 (100/PK)	PK	\$1.05
80200	LABELS, HSSU, White 3"x4" 25/BX	BOX	\$25.00
5160	LABELS, Laser Address 1X2-5/8 3000LABELS/BX	BOX	\$40.00
80104	LABELS, Laser Address 4x1 2000LABELS/BX	BOX	\$40.00
5260	LABELS, Laser Address 1X2-5/8 750LABELS/PK	PK	\$14.00
5366	LABELS, Laser/Inkjet filing 1/3 cut 1500LABELS/BX	BOX	\$40.00
8460	LABELS, Inkjet Address, 1x2-5/8 3000LABELS/BX	BOX	\$40.00
8160	LABELS, Inkjet Address, 1x2-5/8 750LABELS/PK	PK	\$14.00
8462	LABELS, Inkjet Address, 1-1/3x4 1400LABELS/BX	BOX	\$40.00
31750	LETTER OPENER	EACH	\$1.25

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59136	PAD, LGL Sized RULED (WHITE) (12/PKG)	PKG	\$20.00
59180	PAD, LTR Sized RULED (WHITE) (12/PKG)	PKG	\$21.00
293	PAD, STENOGRAPHER, SPIRAL BOUND (12/PKG)	PKG	\$19.00
72220	PAPER CLIPS, JUMBO 100/BX	BOX	\$0.65
72200	PAPER CLIPS, SMALL 100/BX	BOX	\$0.55
20036	PAPER, COPIER ,WHITE, 8-1/2 X 11 (500 SHEETS/REAM)	REAM	\$3.25
29110	PEN, BLACK, ROLLER BALL Fine (12/BX)	BOX	\$13.00
SCSM11BK	PEN, BLACK, RUBBERIZED Retract, Med (12/BX)	BOX	\$5.50
50014	PEN, BLUE, Ball Pt, Plastic Cap, Med (12/BX)	BOX	\$3.50
SCSM11BL	PEN, BLUE, RUBBERIZED Retract, Med (12/BX)	BOX	\$5.50
27411	PEN, BLUE, Ball Pt, Plastic Cap, (12/BX)	BOX	\$3.50
15511	PEN, BLUE, Retract.,Ball Pen (12/BX)	BOX	\$8.70
50012	PEN, RED, Ball Pt., Plastic Cap, Med (12/BX)	BOX	\$3.50
27412	PEN, RED, Ball Pt., Plastic Cap, Med (12/BX)	BOX	\$3.50
55400	PENCIL, NO. 2 (12/BX)	BOX	\$1.50
57506	PORTFOLIO, TWIN POCKET, BLACK	BOX	\$14.00
57538	PORTFOLIO, TWIN POCKET, DARK BLUE	BOX	\$14.00
653	POST-IT, YELLOW, 1-1/2 X 2 (12/PKG)	PKG	\$4.50
6549B	POST-IT, BLUE, 3 X 3 (12/PKG)	PKG	\$10.00
656	POST-IT, YELLOW, 2 X 3 (12/PKG)	PKG	\$10.50
654	POST-IT, YELLOW, 3 X 3 (12 /PKG)	PKG	\$10.00
655	POST-IT, YELLOW, 3 X 5 (12 /PKG)	PKG	\$12.50
659	POST-IT, YELLOW, 4 X 6 (12/PKG)	PKG	\$19.00
AA101	RULER, WOODEN, 12 inch	EACH	\$1.25
92004	SCISSORS, 6"	EACH	\$6.50
700	STAPLE REMOVER	EACH	\$1.50
43117	STAPLER, FULL STRIP	EACH	\$6.80
79000	STAPLES, STANDARD 811 5000/BX	BOX	\$1.25
WI2138	TAB INDEX DIVIDERS, 8-1/2"x11", 8 Tab Set	SET	\$2.60
11156	TABLE OF CONTENTS INDEX DIVIDER PAGES, 8-1/2"x11", 10/Set	SET	\$2.25
15001	TAPE DISPENSER	EACH	\$2.50
575-341	TAPE,3/4"Scotch	ROLL	\$2.50
1142	TAPE, TAN/CLEAR PACKING	ROLL	\$6.70
update version: January 2007			
<b>Questions and concerns about the Storeroom Stock Supply List should be directed to the Director of Facilities Management.</b>			
<b>You may also contact S&amp;R by calling 340-3642.</b>			