



Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
Master Agreement

Order Date: 2016-01-04

CORRECT ORDER NUMBER
 MUST APPEAR ON ALL PACKAGES,
 INVOICES, AND SHIPPING PAPERS.
 QUESTIONS CONCERNING THIS
 ORDER SHOULD BE DIRECTED TO
 THE DEPARTMENT CONTACT.

Order Number: CMA 0212 0212 OFFICE15	Procurement Folder: 69103
Document Name: OFFICE15-Office Supplies	Reason for Modification: Change Order No. 1 - Administrative change to reduce discount information days from 30 to 0.
Document Description: OFFICE15-Office Supplies	
Procurement Type: Central Master Agreement	
Buyer Name:	
Telephone:	
Email:	
Shipping Method: Best Way	Effective Start Date: 2015-01-08
Free on Board: FOB Dest, Freight Prepaid	Effective End Date: 2017-01-07

VENDOR	DEPARTMENT CONTACT
Vendor Customer Code: 000000217322 OFFICE DEPOT INC 4700 MUHLHAUSER RD HAMILTON OH 45011 US Vendor Contact Phone: (561) 438-3336 Extension: Discount Percentage: 0.0000 Discount Days: 0	Requestor Name: Tara Lyle Requestor Phone: (304) 558-2544 Requestor Email: tara.l.lyle@wv.gov

INVOICE TO	SHIP TO
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US

Total Order Amount	Open End
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AGENCY COPY

PURCHASING DIVISION AUTHORIZATION SIGNED BY: <i>[Signature]</i> DATE: 1/4/16 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM SIGNED BY: <i>[Signature]</i> DATE: 1/6/16 ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION SIGNED BY: <i>[Signature]</i> DATE: 1/6/16 ELECTRONIC SIGNATURE ON FILE
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Extended Description:

Change Order No. 1 - Administrative change to reduce discount information days from 30 to 0.

Effective: 01/04/2016

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	44120000			LS	\$0.000000
	Service From	Service To			

Commodity Line Description: Office supplies

Extended Description:

OFFICE15	Document Phase Draft	Document Description OFFICE15-Office Supplies	Page 3 of 3
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ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions