



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

# Purchase Order

PURCHASE ORDER NO:  
**SANPAP05A**

PAGE  
**1**

BLANKET RELEASE  
**00**

CORRECT PURCHASE ORDER NUMBER MUST APPEAR ON ALL PACKAGES, INVOICES, AND SHIPPING PAPERS. QUESTIONS CONCERNING THIS PURCHASE ORDER SHOULD BE DIRECTED TO THE BUYER AS NOTED BELOW.

CHANGE ORDER

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

INVOICE TO

ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

**AGENCY COPY**

VENDOR

\*709055310                      304-547-0414  
 LIBERTY DISTRIBUTORS INC  
 PO BOX 498  
 TRIADELPHIA WV              26059

SHIP TO

ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED		TERMS OF SALE		FEIN/SSN		FUND	
04/03/2005		NET 30		550677029			
SHIP VIA		F.O.B		FREIGHT TERMS		ACCOUNT NUMBER	
BEST WAY		DESTINATION		PREPAID		MUL - MUL	
LINE	QUANTITY	UOP	VENDOR ITEM NO.		UNIT PRICE	AMOUNT	
	DELIVERY DATE	CAT. NO.	ITEM NUMBER				
	<p>STATEWIDE BLANKET OPEN-END CONTRACT            FOR            SANITARY PAPER SUPPLIES AND DISPENSERS FOR ALL            WEST VIRGINIA STATE AGENCIES AND POLITICAL            SUBDIVISIONS.</p> <p>THIS AWARD IS PER ALL THE TERMS AND CONDITIONS IN            THE FOLLOWING:            REQUEST FOR QUOTATION DATED 02/21/2005            ADDENDUM DATED 03/08/2005 (WHICH ISSUED            REVISED SPECIFICATIONS)            SANPAP05 GENERAL SPECIFICATIONS, REV 3/8/05            SANPAP05 ITEM SPECIFICATIONS, 1 PAGE            VENDOR'S BID DATED 3/15/2005.</p> <p>PRICING SHALL BE PER THE ATTACHED PRICING PAGES,            WHICH INDICATE THE BRAND AND CASE SIZE THAT MAY            BE COVERED BY THIS CONTRACT. NO ITEMS MAY BE            SUBSTITUTED.</p>						
<p>WV STATE PURCHASING DIVISION            ADMINISTRATION UNIT            CERTIFIED ENCUMBERED</p> <p>APR 06 2005</p> <p><i>Beverly Toler</i></p>							
<p>IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE <input checked="" type="checkbox"/> 15874505</p>							OPEN END
							TOTAL

APPROVED FOR  
*Samuel Wayfield*  
 APPROVED AS TO FORM BY  
 ASSISTANT ATTORNEY GENERAL

BETTY FRANCISCO              304-558-0468  
 BY *Janet Ruppel Hodus*  
 PURCHASING DIVISION AUTHORIZED SIGNATURE

**GENERAL TERMS & CONDITIONS  
PURCHASE ORDER/CONTRACT**

1. **ACCEPTANCE:** Seller shall be bound by this order and its terms and conditions upon receipt of this order.
2. **APPLICABLE LAW:** The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
3. **NON-FUNDING:** All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the terms of the Purchase Order/Contract, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
4. **COMPLIANCE:** Seller shall comply with all Federal, State and local laws, regulations and ordinances including, but not limited to, the prevailing wage rates of the WV Division of Labor.
5. **MODIFICATIONS:** This writing is the parties final expression of intent. No modification of this order shall be binding unless agreed to in writing by the Buyer.
6. **ASSIGNMENT:** Neither this Order nor any monies due, or to become due hereunder may be assigned by the Seller without the Buyer's consent.
7. **WARRANTY:** The Seller expressly warrants that the goods and/or services covered by this order will: {a} conform to the specifications, drawings, samples or other description furnished or specified by the Buyer {b} be merchantable and fit for the purpose intended and/or {c} be free from defect in material and workmanship.
8. **CANCELLATION:** The Director or Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
9. **SHIPPING, BILLING & PRICES:** Prices are those stated in this order. No price increase will be accepted without written authority from the Buyer. All goods or services shall be shipped on or before the date specified in this Order.
10. **LATE PAYMENTS:** Payments may only be made after the delivery of goods or services. Interest may be paid on late payments in accordance with the *West Virginia Code*.
11. **TAXES:** The State of West Virginia is exempt from Federal and State taxes and will not pay or reimburse such taxes.
12. **RENEWAL:** Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor / contractor files for bankruptcy protection, this contract is automatically null and void, and is terminated without further order.
14. **HIPAA Business Associate Addendum -** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Covered Entity (45 CFR ü160.103) and will be disclosing Protected Health Information (45 CFR ü160.103) to the vendor.

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LINE	QUANTITY	UOP	VENDOR ITEM NO.		UNIT PRICE	AMOUNT	
	DELIVERY DATE	CAT.NO.	ITEM NUMBER				
<p>AS NOTED IN THE GENERAL SPECIFICATIONS, ORDERS FROM THIS CONTRACT TOTALING \$300.00 OR MORE SHALL BE DELIVERED FOB: DESTINATION. ALL ORDERS LESS THAN \$300.00 SHALL BE DELIVERED FOB: SHIPPING POINT. ANY TRANSPORTATION COSTS (FOR ORDERS LESS THAN \$300.00) SHALL BE INVOICED AS A SEPARATE CHARGE WITH THE ORIGINAL FREIGHT BILL ATTACHED TO THE INVOICE. AGENCIES MAY MAKE PURCHASES OF LESS THAN \$300.00 FROM A LOCAL SOURCE IF PRICE INCLUDES DELIVERY AND A SAVINGS RESULTS IN SUCH LOCAL PURCHASE. NOTE: STRINGING ORDERS TO CIRCUMVENT THIS \$300.00 RULE IS A VIOLATION OF PURCHASING RULES.</p> <p>TO PLACE ORDERS AGAINST THIS CONTRACT, CONTACT:</p> <p>CONTRACT COORDINATOR:      MARK PELUCHETTE              TOLL FREE PHONE #:            800-828-9920              PHONE#:                            304-547-0414              FAX #:                                304-547-0490              EMAIL:                              MARKP@LIBERTYDISTRIBUTORS.COM</p> <p>DELIVERY SHALL BE MADE WITH 10 DAYS AFTER RECEIPT OF ORDER.</p>							

IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE

TOTAL

BETTY FRANCISCO

304-558-0468

BY \_\_\_\_\_  
 PURCHASING DIVISION AUTHORIZED SIGNATURE

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0001	04/15/2005	EA	640-75-01-001		0.00000		
VARIOUS SANITARY PAPER PRODUCTS AND DISPENSERS  EXHIBIT 3  LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON APRIL 1, 2005 AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.  UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.  RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS.							

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<p><b>CANCELLATION:</b> THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p> <p><b>OPEN MARKET CLAUSE:</b> THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)</p> <p><b>QUANTITIES:</b> QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY THE STATE SPENDING UNIT. IT IS UNDERSTOOD AND AGREED THAT THE CONTRACT SHALL COVER THE QUANTITIES ACTUALLY ORDERED FOR DELIVERY DURING THE TERM OF THE CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.</p> <p><b>ORDERING PROCEDURE:</b> SPENDING UNIT(S) SHALL ISSUE A</p>							

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	WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.						
	BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.						
	THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.						
	EXHIBIT 6						
	PRICE ADJUSTMENT PROVISION:						
IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE <input type="checkbox"/>							
						TOTAL	

BETTY FRANCISCO

304-558-0468

BY \_\_\_\_\_  
 PURCHASING DIVISION AUTHORIZED SIGNATURE

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<p>THE STATE OF WEST VIRGINIA WILL CONSIDER BIDS THAT CONTAIN PROVISIONS FOR PRICE ADJUSTMENTS PRIOR TO THE ORIGINAL EXPIRATION OF THE CONTRACT, PROVIDED THAT SUCH PRICE ADJUSTMENT COVERS BOTH UPWARD AND DOWNWARD MOVEMENT OF THE COMMODITY PRICE, AND THAT ADJUSTMENT IS BASED ON THE "PASS THROUGH" INCREASE OR DECREASE OF RAW MATERIALS AND/OR LABOR, WHICH MAKE UP ALL OR A SUBSTANTIAL PART OF A PRODUCT. ADJUSTMENTS ARE TO BE BASED UPON AN ACTUAL DOLLAR FIGURE, NOT A PERCENTAGE. ALL PRICE ADJUSTMENT REQUESTS MUST BE SUBSTANTIATED IN A MANNER ACCEPTABLE TO THE DIRECTOR PURCHASING, E.G. GOVERNMENTAL BENCH MARKS, GENERAL MARKET INCREASE, PUBLISHED PRICE LISTS. SUCH REQUESTS FOR AND INCREASE SHOULD BE RECEIVED IN WRITING BY THE DIRECTOR OF PURCHASING AT LEAST 30 DAYS IN ADVANCE OF THE EFFECTIVE DATE OF THE INCREASE. ANY TIME THE VENDOR REQUESTS A PRICE ADJUSTMENT, THE PURCHASING DIVISION MAY EITHER ACCEPT THE PRICE ADJUSTMENT AND AMEND THE CONTRACT ACCORDINGLY OR REJECT THE ADJUSTMENT IN ITS ENTIRETY AND CANCEL THE CONTRACT.</p> <p>PREFERRED TERMS:            IT IS PREFERRED THAT THE PRICES ON THIS CONTRACT ARE</p>							
						TOTAL	

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304-558-0468

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	<p>FIRM FOR LIFE OF THE CONTRACT, AS INDICATED IN THE LIFE OF CONTRACT CLAUSE CONTAINED HEREIN, NOT TO EXCEED ONE (1) YEAR.</p> <p>IF THE VENDOR CANNOT GUARANTEE A FIRM PRICE FOR THE LIFE OF CONTRACT, HE MUST INDICATE ONE OF THE PARAGRAPHS LISTED BELOW. FAILURE TO QUALIFY THE PREFERRED TERMS WILL BIND THE VENDOR TO A FIRM PRICE FOR THE LIFE OF THE CONTRACT.</p> <p>(X) THE PRICES ON THIS CONTRACT WILL REMAIN FIRM FOR 365 DAYS AFTER THE EFFECTIVE DATE OF THE CONTRACT. PRICES WILL REMAIN FIRM AFTER EACH PRICE ADJUSTMENT FOR A MINIMUM OF 365 DAYS.</p> <p>THE ONLY ALTERNATE TERMS AVAILABLE ARE STATED ABOVE. PRICE ADJUSTMENTS (PASS THROUGH ONLY) SHALL ONLY BE CONSIDERED AT THE CONTRACT RENEWAL DATE.</p> <p>PURCHASING CARD ACCEPTANCE: THE STATE OF WEST VIRGINIA CURRENTLY UTILIZES A VISA PURCHASING CARD PROGRAM WHICH IS ISSUED THROUGH A LOCAL BANK. THE SUCCESSFUL VENDOR</p>						

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MUST ACCEPT THE STATE OF WEST VIRGINIA VISA PURCHASING CARD FOR PAYMENT OF ALL ORDERS PLACED BY ANY STATE AGENCY FOR ORDERS THAT ARE LESS THAN \$2,500 AS A CONDITION OF AWARD.							
						TOTAL	

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BETTY FRANCISCO                      304-558-0468

BY \_\_\_\_\_  
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**SANPAP05/  
General Specifications**

- 1) Orders shall be delivered within 14 days after orders are placed. Preferred delivery is 10 days ARO. Bids that contain delivery greater than 14 days shall not be considered. Spending units must be advised in writing if orders are delayed for any reason. Contractor shall carry an adequate stock to insure such delivery service for the duration of the contract.
- 2) All orders from this contract totaling \$300.00 or more shall be delivered FOB: Destination. All orders less than \$300.00 shall be delivered FOB: Shipping Point. Any transportation costs (for orders less than \$300.00) will be invoiced as a separate charge with the original freight bill attached to the invoice. Agencies may make purchases of less than \$300.00 from a local source if price includes delivery and a savings results in such local purchase.
- 3) Contractor shall remove any product on this contract that the agency has received and determined the product is unsatisfactory in performance and/or is not suitable for their facility. This shall be carried out at no charge to the agency.
- 4) All quantities listed in the request for quotation are approximations only, based on estimates supplied by the state spending units. It is understood and agreed that the contract shall cover the quantities actually ordered for delivery during the term of the contract, whether more or less than the quantities shown.
- 5) The successful bidder shall not substitute any other brand from that awarded, nor sell any additional items under their contract not specifically covered herein, without prior written permission of the Purchasing Division.
- 6) The item(s) as specified is (are) shown only as an example of the quality level and operational characteristics requested by the agency and not intended to mean the only acceptable brand. Vendors who are bidding alternates must so state and include pertinent literature and specifications. Failure to provide information for any alternates may be grounds for rejection of the bid.
- 7) If any proprietary, trade, brand, or manufacturer's name or part number is used herein in describing the required equipment, it shall be understood to indicate the minimum standard of composition and quality required, and

shall not be construed to exclude items that equals or exceeds the functional capability and quality of the named product.

- 7) Verification of product quality is the responsibility of the vendor. Bidders bidding products other than those specified should include manufacturer's information verifying products meet quality standards as set by the request for quotation.
- 8) A sample of each paper product bid should be submitted to the Purchasing Division prior to the date and time of the bid opening. Failure to comply may result in disqualification of that item from consideration and award. Each sample should be clearly marked to indicate the request for quotation number and name of bidder on front of package. Samples to be provided at no expense to the State of West Virginia. **Samples shall be the smallest unit (roll, package, etc) of product available.**

Send sample to:

Purchasing Division  
Attention: Betty Francisco  
2019 Washington Street  
Charleston, West Virginia 25305

Each sample shall be identified on the outside of the container with a label attached containing the following information:

Sample - RFQ: SANPAP05  
Item Number from RFQ  
Bidder Company Name

Each sample should also be labeled with this exact information.

**Note: Do not send samples of paper dispensers.**

- 9) Successful vendor shall provide a nine-month summary report of procurement volumes by item and dollar amounts. This report must also include any purchases made by any political subdivisions as well as state agencies in the state of West Virginia. This is a single report which is to be furnished at the beginning of the tenth month of the contract. The report is to be delivered to Betty Francisco, Senior Buyer, Purchasing Division, 2019 Washington, Street East, Charleston, West Virginia 25305-0130.

SANPAP05A

Pricing/Information Sheet		Mfg	Vendor:		Liberty Distributors		Case Price
Description	Model		Rolls or Pkg Per Case	Sheet size	Sq Ft Per Case		
1 Toilet Tissue, Rolls Single Ply	5105	Scott	96	4.5"x4.4"	13200	36.63	
2 Tissue, Toilet, Jumbo Rolls, Single Ply	5672	Scott	12	3.7"x2m"	7400	23.23	
3 Tissue, Toilet, Rolls, Two-Ply, Facial Quality	17713	Kimberly Clark	60	4.5"x4"	3787.5	30.68	
Covers, Toilet Seat, Half-Fold, flat, covers per case, 4 in dispensing carton	HG5000	Hospico	20		5000/case	36.35	
5 Tissue: Facial, Two-Ply	8700	Scott	36	7.5"x8.4"	1575	15.2	
Hand Towels, Multi-Fold, unbleached, Single-Ply Sheet	1820	Scott	10	9"x9.5"	2375	12.24	
Hand Towels: Single-Fold, Unbleached, Single Ply Sheets	1800	Scott	16	9"x10.7"	2675	11.92	
Hand Towels, C-Fold, Unbleached, Single-Ply Sheet	1095	Scott	12	10"x10.6"	1766.66	13.26	
Hand Towels: Non perforated roll, unbleached, single ply sheet	1860	Scott	12	8"	2800	13.85	
Hand Towels: Bleached, household type, two-ply, perforated roll,	1655	Scott	30	11"x8.6"	1675.2	15.58	
11 Towels: Food Service, Heavy Duty	5925	Kimberly Clark	300ea	12.5"x23.5"	611.97	27.05	
Towels: (Must fit automated touchless dispenser (Item 17.))	50600	Kimberly Clark	12	8"	4800	50	
13 Wipers: Industrial Paper, Medium Duty	5320	Kimberly Clark	18	9"x10.5"	1476.56	29.49	

SANPAP05A

Pricing/Information Sheet		Mfg	Vendor:		Liberty Distributors		Case Price
Description			Model	Rolls or Pkg Per Case	Sheet size	Sq Ft Per Case	
14	Dispenser: Toilet tissue roll, open style; open style, single roll, heavy duty construction; Pricing must be per individual dispenser.	Impact	2500	12			7.5
15	Dispenser: Toilet Tissue roll, open style; enclosed style, jumbo roll. Pricing shall be per individual dispenser.	Scott	9682	1			18
16	Dispenser: Hand Towel, non-perforated roll; Unbleached single-ply sheet. (This is for use with item 9.) Pricing shall be per individual dispenser.	Kimberly Clark	9736	1			20
17	Dispenser: Automated Touchless (This is for use with Item 12.) Pricing shall be per individual dispenser.	Kimberly Clark	9703	1			35
	# of Days ARO for Delivery (Bids listing more than 15 days will not be considered.)		10				
	Contract Coordinator:	<u>Mark Peluchette</u>					
	Toll Free Telephone Number:	<u>1-800-828-9920</u>					
	Telephone Number:	<u>1-304-547-0414</u>					
	Fax Number:	<u>1-304-547-0490</u>					
	E-Mail:	<u>markp@libertydistributors.com</u>					



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

# Purchase Order

PURCHASE ORDER NO.  
**SANPAP05A**

PAGE  
**9**

BLANKET RELEASE  
**00**

CORRECT PURCHASE ORDER NUMBER  
 MUST APPEAR ON ALL PACKAGES,  
 INVOICES, AND SHIPPING PAPERS.  
 QUESTIONS CONCERNING THIS PUR-  
 CHASE ORDER SHOULD BE DIRECTED  
 TO THE BUYER AS NOTED BELOW.

CHANGE ORDER

SEE REVERSE SIDE FOR  
 TERMS AND CONDITIONS

INVOICE TO

ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

VENDOR

\*709055310                      304-547-0414  
 LIBERTY DISTRIBUTORS INC  
 PO BOX 498  
  
 TRIADELPHIA WV 26059 26059  
    26059

SHIP TO

ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED <b>04/03/2005</b>	TERMS OF SALE <b>NET 30</b>	FEIN/SSN <b>550677029</b>	FUND
SHIP VIA <b>BEST WAY</b>	F.O.B. <b>DESTINATION</b>	FREIGHT TERMS <b>PREPAID</b>	ACCOUNT NUMBER <b>MUL-MUL</b>

LINE	QUANTITY	UOP	VENDOR ITEM NO.	UNIT PRICE	AMOUNT
	DELIVERY DATE	CAT.NO.	ITEM NUMBER		
RECEIPT TICKET FOR PURCHASE ORDER: SANPAP05A					
LINE	CATNO	ITEM NUMBER	DESCRIPTION	QTY	DATE
0001	640-75	01-001	VARIOUS SANITARY PAPER PRODUCTS	AN	_____
			SIGNATURE _____	DATE _____	

IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE

TOTAL

BETTY FRANCISCO                      304-558-0468

BY \_\_\_\_\_  
 PURCHASING DIVISION AUTHORIZED SIGNATURE

APPROVED AS TO FORM BY  
 ASSISTANT ATTORNEY GENERAL