



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.
SANPAP02

PAGE
1

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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
3

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

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

*709003613 01 800-344-6604
 UNISOURCE
 550 27TH STREET
 HUNTINGTON WV 25702

SHIP TO

AGENCY COPY

ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
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DATE PRINTED	TERMS OF SALE	FEIN/SSN	FUND		
03/20/2003	NET 30	135369500			
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		
			CHANGE ORDER #3		
	TO RENEW AND INCREASE THE ORIGINAL CONTRACT ACCORDING TO ALL TERMS, CONDITIONS, AND SPECIFICATIONS CONTAINED IN THE ORIGINAL CONTRACT AND ALL AUTHORIZED CHANGE ORDERS. THE CONTRACT IS INCREASED AS DEFINED IN THE ATTACHED EXHIBIT A.				
	EFFECTIVE DATE OF RENEWAL: MARCH 15, 2003 THROUGH MARCH 14, 2004				
	RENEWALS REMAINING: 1				
	PREVIOUS PO TOTAL==> OPEN END PO NET CHANGE (+)==>				

WV State Purchasing Division
 Administration Unit
 Certified Encumbered
 APR 01 2003
Amy Fairchild

IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE *pg 3/20/03*

APPROVED FOR ONE FISCAL YEAR

Dwayne Wayfield
 APPROVED AS TO FORM BY ASSISTANT ATTORNEY GENERAL

BY *PAM JONES* 304-558-0067
 PURCHASING DIVISION AUTHORIZED SIGNATURE

OPEN END
TOTAL

**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 of 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.

February 24, 2003
Unisource

Exhibit A

Line #	Vendor Item #	Discription	2002 Unit Price	2003 Unit Price
0001	15590	Tissue, Toilet, 1000 Sheets per Roll, 1-Ply, 4.5"x4.5" per Sheet, 96 ea. Individually Wrapped Rolls per Case	\$ 29.94	\$ 32.93
0002	13701	Tissue, Toilet, Jumbo Rolls, 1-Ply 12 Rolls per Case, 24,000 Feet/Case	\$ 18.55	\$ 20.41
0003	14045	Tissue, Toilet, 2-Ply, Facial Quality 300 Sheets/Roll, 4.5"x4.5" Ind. Wrapped 45 Rolls/Case	\$ 9.33	\$ 10.27
0004	47046	Covers, Toilet Seat, Half-Fold Covers in Dispensing Carton, 5,000/Case	\$ 33.60	\$ 35.28
0005	47410	Tissue, Facial, 2-Ply, 8"x8.33" 100 Tissues/Carton, 30 Cartons/Case	\$ 11.00	\$ 11.77
0006	23304	Hand Towels, Multi-Fold, Unbleached 1-Ply, 9.25"x9.5", 4,000 Sheets/Case 16 Pks./Case	\$ 10.75	\$ 11.61
0007	23504	Hand Towels, Single-Fold, Unbleached, 1-Ply, 9.5"x10.625", 4,000 Sheets/Case, 16 Pks./Case	\$ 11.00	\$ 11.55
0008	21924	Hand Towels, C-Fold, Unbleached, 1-Ply, 10.25"x13.25", 2,400 Sheets/Case, 10 Pks/Case	\$ 9.65	\$ 10.71
0009	26401	Hand Towels, Non-Perf. Roll, Unbleached 1-Ply, 7.87"x350 Feet, 4,200 Feet/Case 12 Rolls/Case	\$ 12.45	\$ 13.70
0010	27951/01	Hand Towels, Bleached, Household Type, 2-Ply, Perf. Roll, 11 0"x9.0", 90 Sheets/Roll, 30 Rolls/Case	\$ 13.95	\$ 15.35
0011	29414	Towels, Food Service, Heavy Duty 14"x21.5", 160 Towels/Case, 8 Pks./Case	\$ 24.34	\$ 25.56
0012	29811	Wiper, Industrial, Medium Duty 9.875"x10.0", 1,875 Sheets/Case, 15 Pks./Case	\$ 27.24	\$ 28.60
0013	57220	Dispenser, Toilet Tissue Roll, Open Style, Single Roll, Heavy Duty Construction 1/Case	\$ 4.10	No Change
0014	58050	Dispenser, Toilet Tissue Roll, Enclosed Style, Jumbo Roll, 1/Case	\$ 8.80	No Change
0015	56201	Dispenser, Hand Towel, Non-Perforated Roll, (This is for use with Item #0009)	\$ 17.85	No Change





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DATE PRINTED 03/20/2003	TERMS OF SALE NET 30	FEIN/SSN 135369500	FUND
SHIP VIA BEST WAY	FOB DESTINATION	FREIGHT TERMS PREPAID	ACCOUNT NUMBER MUL-MUL

LINE	QUANTITY	UOP	VENDOR ITEM NO.	UNIT PRICE	AMOUNT
	DELIVERY DATE	CAT. NO.	ITEM NUMBER		
RECEIPT TICKET FOR PURCHASE ORDER: SANPAP02					
LINE	CATNO	ITEM NUMBER	DESCRIPTION	QTY	DATE
0001	640-75-01-001		TISSUE, TOILET, ROLLS, 1000 SHEETS		
0002	640-75-01-002		TISSUE, TOILET, JUMBO ROLLS, SINGLE		
0003	640-75-01-003		TISSUE, TOILET, ROLLS, TWO-PLY, FAC		
0004	640-75-01-004		COVERS, TOILET SEAT, HALF-FOLD FLAT		
0005	640-75-01-005		TISSUE: FACIAL, TWO-PLY, SIZE: 8"		
0006	640-75-01-006		HAND TOWELS, MULTI-FOLD, UNBLEACHED		
0007	640-75-01-007		HAND TOWELS, SINGLE-FOLD, UNBLEACHE		
0008	640-75-01-008		HAND TOWELS, C-FOLD, UNBLEACHED, SI		
0009	640-75-01-009		HAND TOWELS, NON-PERFORATED ROLL, U		
0010	640-75-01-010		HAND TOWELS, BLEACHED, HOUSEHOLD TY		
0011	640-85-01-011		TOWELS: FOOD SERVICE, HEAVY DUTY, S		
0012	640-85-01-012		WIPERS: INDUSTRIAL PAPER, MEDIUM DU		
0013	485-86-01-013		DISPENSER, TOILET TISSUE ROLL, OPEN		
0014	485-86-01-014		DISPENSER, TOILET TISSUE ROLL, ENCL		
0015	485-46		DISPENSER, HAND TOWEL, NON-PERFORAT		
SIGNATURE _____				DATE _____	

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

TOTAL

APPROVED AS TO FORM BY
 ASSISTANT ATTORNEY GENERAL

BY _____
 PURCHASING DIVISION AUTHORIZED SIGNATURE

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