

LOS RIOS COMMUNITY COLLEGE DISTRICT PURCHASE ORDER NO 0001109346

PURCHASING: (916) 568-3071 • FAX: (916) 568-3145
ACCOUNTING OPS: (916) 568-3065 • FAX: (916) 286-3636

PLEASE SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

Date	Revision	Page
11/06/2019		1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	See Details
Reference:	Location / Dept	
1023351 WILLIAMSM HANEYB	04OPER	

Supplier: 0000004027
OFFICE DEPOT INC
4720 NORTHGATE BLVD
LOS RIOS ACCT: #89574855
SACRAMENTO CA 95834

Phone: (916) 569-5122

email: John.duncan@officedepot.com

Ship To: FOLSOM LAKE COLLEGE
RECEIVING
10 COLLEGE PARKWAY
FOLSOM CA 95630-6798
United States

Bill To: 1919 Spanos Court
Sacramento CA 95825-3981
United States

Tax Exempt? N

Line-Sch	Item/Description	Quantity UOM	PO Price	Extended Amt	Due Date
1- 1	CHAIR - RAINIER TASK CHAIR, 25A ADJ ARM FABRIC SELECTION: GRADE B, FABRIC: MOGULS, COLOR: GRAPHITE 0013BASE-140MM - ITEM# 1535-B-25A - (EVOLVE SERIES WITH ARMS)	1.00 EA	344.00	344.00	11/05/2019

QUOTE 10-21-2019 BY JOHN DUNCAN

TAGGING FOR MELISSA WILLIAMS
SPECIAL ORDER ITEMS ARE NON-RETURNABLE

Paid Ch # 94-789089
12/17/19 Amt \$ 370.66

Sub Total Amount	344.00
Sales Tax Amount	26.66
Total PO Amount	370.66

<u>BU</u>	<u>Acct</u>	<u>Fd</u>	<u>Org</u>	<u>Proj</u>	<u>Sub</u>	<u>Proj</u>	<u>Amount</u>	<u>BYear</u>
GENFD	4500	11	FL.VA.PRNT	67900	00000	041A	370.66	2020

0001023351CHAVEZA05-NOV-2019

Verification of this purchase order can be made using the Los Rios Community College District web site listed below.
If you have any questions, please contact the Purchasing Office at (916)568-3071.

<http://www.losrios.edu/purchasing/povalidation>

All shipments, invoices, and correspondence must be identified with our Purchase Order Number. Overshipments will not be accepted unless authorized by Buyer prior to shipment.

Authorized Signature

Notice to vendor: You are responsible for delivering goods and delivery documents to the Receiving Department at the site. Failure to do so will delay payment processing. Vendor is responsible for obtaining verification of delivery by authorized Receiving Room personnel. Receipt of goods by other parties and failure to obtain authorized signatures may also delay payment. NOTE: PAYMENT TERMS NET 30
MATERIAL SAFETY DATA SHEETS (MSDS) must be provided with the delivery of product as required by law.

Requisition

Supplier: OFFICE DEPOT INC
4720 NORTHGATE BLVD
LOS RIOS ACCT: #89574855
SACRAMENTO CA 95834
United States

Phone: (916) 569-5122
email: John.duncan@officedepot.com

0000004027

Business Unit:		GENFD	OPEN
Req ID:	Date	Page	
0001023351	11/04/2019	1	
Requisition Name:			
OFFICE DEPOT			
Requester			
Melissa Williams			
Requester Signature			
Buyer: Brenda Haney			
Approved:			
Entered By: CHADWICS 04-NOV-2019			

Ship To: RECEIVING
10 COLLEGE PARKWAY
FOLSOM CA 95630-6798

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
1-1	CHAIR - RAINIER TASK CHAIR, 25A ADJ ARM FABRIC SELECTION: GRADE B, FABRIC: MOGULS, COLOR: GRAPHITE 0013BASE-140MM - ITEM# 1535-B-25A - (EVOLVE SERIES WITH ARMS)	1	EA	344.00	344.00	11/04/2019

344.00 Sub-total
26.66 Est. tax

Total Requisition Amount: 370.66

QUOTE DTD 10/21/2019 BY JOHN DUNCAN

<u>BU</u>	<u>Acct</u>	<u>Fd</u>	<u>Org</u>	<u>Prog</u>	<u>Sub</u>	<u>Proj</u>	<u>Amount</u>
GENFD	4500	11	FL.VA.PRNT	67900	00000	041A	344.00

Approval Signature	Approval Signature	Approval Signature
--------------------	--------------------	--------------------



QUOTATION

DATE: 10/21/2019

Attention: **Melissa Williams**
Company: **Folsom Lake College**
Address: **10 College Parkway**
City: **Folsom, CA 95630**
Phone: **916.608.6588**
Fax:

John Duncan
Veritical Market Manager
4720 Northgate Blvd.
Sacramento CA 95834
916 **569-5167 + 866 438-4808** ext **167**
Fax: 916 **927-3409 + 866 438-4840**

We are pleased to quote as follows: 1535B-25A-140mm cylinder john.duncan@officedepot.com

QTY	U/M	ITEM #	DESCRIPTION	LIST PRICE	NET PRICE	TOTAL NET
1	EA	1535-B-25A	Rainier Task Chair, 25A Adj arm	696.00	344.00	344.00
		0013base-140mm	Fabric Selection: Grade B			
			Fabric: Moguls			
			Color: Graphite			
			0013base-140mm			
			Evolve series with arms			
			Free delivery assembled			
			Tagging: Melissa Williams			

NET 30 DAYS F.O.B. DESTINATION

\$344.00

Delivery: Free delivery and Assembly

Including Tax

\$372.81

Comments: **Special Order items are Non-Returnable**

BY: John Duncan

This quotation is valid for 30 days