

PRINT SHOP OFFICE SUPPLY STOCK LIST

*As of 6/23/2016

Commodity Code	Order Number	Description	Price	Unit	Updated cost
31030	91001545	#10 WINDOW ENVELOPE (FLAVOR LOGO)	11.8150	BOX	11.815
31030	91001555	#10 WINDOW ENVELOPE (SERVICE LOGO)	9.5100	BOX	12.115
31030	91001590	CONFIDENTIAL ENVELOPES 9X12	0.1931	EA	0.1678
31030	91001595	CONFIDENTIAL ENVELOPES #10	0.0978	EA	0.0978
31030	91001602	#10 REGULAR ENVELOPE (FLAVOR LOGO)	13.3000	BOX	13.3
31030	91001605	#10 REGULAR ENVELOPE (SERVICE LOGO)	10.0800	BOX	10.08
31030	91001680	#9 CHECK WINDOW ENVELOPES	17.6900	BOX	16.5
31030	91001681	#10 ENVELOPES ROYAL FIBER (FLAVOR LOGO)	25.0250	BOX	63.282
31030	91001682	#10 ENVELOPES ROYAL FIBER (SERVICE LOGO)	63.282	BOX	63.282
31030	91001685	6X9 ENVELOPE - (SERVICE LOGO)	0.1033	EA	0.1033
31030	91001687	6X9 ENVELOPE - (FLAVOR LOGO)	.0737	EA	0.0737
61562	91000950	PAD, BLACK, 4.25 X 5.50	.0738	EA	0.0738
61562	91001130	BLANK MEMO PAD 7 X 8.5 (FLAVOR LOGO)	.2800	EA	0.3193
61562	91001135	BLANK MEMO PAD 7 X 8.5 (SERVICE LOGO)	.3051	EA	1.8466
61562	91001140	NOTE PAD, BLANK, 5.5 X 8.5	.1626	EA	0.1588
61562	91001510	PAD, "WHILE YOU WERE OUT"	0.2475	EA	0.2529
61582	91000276	APPOINTMENT REQUEST FORM	0.1194	EA	0.1233
61582	91000420	PERSONEL CHANGE REQUEST FORM	0.178	EA	0.178
61582	91000970	NAME TAGS 8.5 X 11 SHEETS	.0672	SHT	0.0672
61582	91000980	CONTRACT ENCUMBRANCE	.0133	EA	0.0133
61582	91000990	CONTRACT PAYMENT VOUCHER	.1985	EA	0.1985
61582	91001010	TRAVEL REQUEST FORM	.0398	EA	0.0398
61582	91001020	ACTUAL DAILY WORK FORM	.0822	EA	0.0778
61582	91001025	LEAVE OF ABSENCE REQUESTS	0.0893	EA	0.0893
61582	91001050	OFFICE SUPPLY REQUISITION	.0263	EA	0.0263
61582	91001060	PRINT SHOP REQUISITIONS	0.0895	EA	0.0895
61582	91001070	PETTY CASH VOUCHER	.7426	EA	0.666
61582	91001080	APPROP. REV. FORM	.0571	EA	0.0571
61582	91001090	WORK ORDER CREDIT FORM	.1242	EA	0.1242
61582	91001095	WORKING OUT OF CLASS. FORM	.0396	EA	0.0894

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61582	91001100	WAREHOUSE REQUISITIONS	.0106	EA	0.0106
61582	91001110	NON-EMPLOYEE ACCIDENT FORM	.1155	EA	0.1155
61582	91001560	DIRECT PAYMENT VOUCHER	.1743	EA	0.1743
61582	91001610	OVERTIME SLIPS	.0871	EA	0.0447
64510	91001625	NOTE CARDS AND ENVELOPE - (SERVICE LOGO)	2.89	SET/25	2.75
64510	91001635	NOTE CARDS WITH ENVELOPE - (FLAVOR LOGO)	1.8900	SET/25	1.89
64580	91000560	LETTERHEAD BLACK LOGO (FLAVOR LOGO)	2.1000	EA	2.1
64580	91000565	LETTERHEAD, BLACK INK (SERVICE LOGO) WHITE	9.0000	BOX	9.85
64580	91000570	LETTERHEAD 2-COLOR (FLAVOR LOGO)	36.45	BOX	36.45
64580	91000580	LETTERHEAD 2-COLOR (SERVICE LOGO)	36.45	BOX	36.45
64580	91000595	LETTERHEAD PAPER, BLANK	13.95	BOX	14.5
71512	91000430	NOTARY BOOK	3.64	BK	3.532
71512	91001500	WORK ORDER BOOK	5.41	BK	5.41
71512	91001620	MISCELLANEOUS CASH RECEIPT BOOKS	2.8	BK	2.8
71512	91001630	"OTHER" CT. CASH ESC.	10.5559	BK	10.5559
71512	91001690	SERVICE DEPOSIT BOOK	9.2000	BK	9.2
71512	91001710	OFFICIAL CITY OF MESQUITE RECEIPT BOOK	1.5900	BK	1.6511
96607	91001800	CITY BUSINESS CARDS - 250 SINGLE SIDE	2.72	BOX	2.72
96607	91001801	CITY BUSINESS CARDS - 250 DOUBLE SIDE	5.22	BOX	5.22
96607	91001802	CITY BUSINESS CARDS - 500 SINGLE SIDE	5.24	BOX	5.24
96607	91001803	CITY BUSINESS CARDS - 500 DOUBLE SIDE	7.24	BOX	7.24