

From: UGAmart <noreply@sciquest.com>
Sent: Thursday, July 03, 2014 8:00 AM
Subject: UGAmart Announcement: Changes in the Statewide Office Supplies Contract

This announcement is being sent to the Business Services listserv, the P-Card listserv and all active UGAmart users.

The current statewide convenience contract for office supplies is awarded to two vendors: 1) Staples for paper and toner and 2) Office Max for general office supplies. This contract is being replaced with a new comprehensive convenience contract awarded solely to Staples. The Staples punch-out catalog in UGAmart will continue and will expand from just toner and paper to all office supply related items beginning July 7, 2014.

Since the new contract is not a mandatory contract, the purchasing unit may shop for the best value and price among other office supply vendors. Therefore, the Office Max punch-out catalog in UGAmart will remain available with only general office supplies until the end of July, which is when we expect to have additional information regarding the new office supplies contract. We will release that information as soon as it becomes available. In the meantime, purchases made through UGAmart or the p-card can continue to use Staples or Office Max.

If you have any questions or concerns about the transition to the new contract, please contact Chad Cox at chadcox@uga.edu or 706-542-7109.