

Punch-Out Orders

All Punch-Out orders Must Be \$65.00 or more...NO less!

	Bid Number	Contract Number
1. Office Depot	R001/24-25	R190303
2. School Specialty	R001/24-25	Office/Supplies (R230305) Furniture (R191815)
3. Fastenal	R001/24-25	R192001
4. Amazon	R001/24-25	R-TC-17006
5. Gateway	R002/24-25	Office/Supplies (656-21) Instructional (653-21)
6. Lakeshore	R002/24-25	Instructional (653-21) Furniture (667-21)
7. Staples	R002/24-25	Office (656-21) Custodial (649-21) Furniture (667-22)
8. GULFCOAST	R002/24-25	Custodial (649-21) Office Supplies (656-21)
9. Dell	R003/24-25	DIR-TSO-3763
10. LD Products	R009/24-25	240402 Punch-out & Manuel
11. School Health	24-042	041823-SHC Punch-Out & Manuel
12. Really Good Stuff	24-050	N/A Punch-Out ONLY

1. All orders must be a minimum of \$65.00.
2. All Campuses must use their campus location as the ship to address. Exception for tagged items.
3. All orders with the fixed assets account (tagged items) must be placed in a separate Purchase Request with the Warehouse as the ship to address.

