



STATE OF INDIANA

DEPARTMENT OF ADMINISTRATION
State Surplus, Federal Surplus, and LESO Division

Mitchell E. Daniels Jr., Governor

601 West McCarty St., Suite 100
Indianapolis, IN 46225
(317) 234 – 3685

MEMORANDUM

To: Local Units of Government
Fr: State Surplus
Date: February 20, 2008
Re: *Surplus Property Available - Special Offer*

The Indiana Department of Administration is responsible for redistributing State-owned surplus property. Recently, our facility has become congested with usable surplus property, so we are taking the opportunity to offer this property to local units of government for a very reasonable, set price.

Dates: Mar. 4 and Mar. 5, 8:00am – 3:00pm

Location: State Surplus Warehouse, 601 W. McCarty Street, Indianapolis

Conditions of Sale

- Local unit of government must provide a **letter of authorization to purchase**. This letter must be from the Mayor/City, Commissioner/County, Trustee/Township, Town Board President/Town, Superintendent/School Corp, etc.
- Purchaser must provide a **claim voucher or check** drawn from the local unit of government account.
- Purchaser must remove all items purchased by 3 p.m. on Friday, March 14, 2008.
- This sale is conducted on a first come, first served basis.
- The State of Indiana has the right to reject any and all sales.

Pricing: Prices will be posted on the Surplus website the week of February 25. However, desks may be priced between \$10 - \$75; file cabinets may be priced between \$8 - \$20; and tables may be priced between \$5 – \$20.

Additional Information

- To determine what is in stock, please contact Dave Kirby at dkirby@idoa.in.gov.
- No items will be placed on “hold.”
- You must attend in order to purchase.
- Photos follow.

State Surplus Property Available to Local Units of Government March 4 & March 5, 2008
601 W. McCarty Street, Indianapolis, IN (8am – 3pm)



Med. Size Desk \$20



Med. Size Desk w/ Top \$30



Reg. Size Desk \$30



Reg. Size Desk w/ Top & Elec. \$40



Metal Desk w/ Formica Top \$15



Metal Desk w/ Formica Top \$15



Wood Desk w/ Extension \$15



Wood Desk w/ Extension \$25



Metal Desk \$15



Metal Desk w/ Lg. Formica Top \$15



Wood-Like Desk \$10



Metal Desk w/ Formica Top \$15



White Desk \$10



Computer Desk \$5



2 Dr. File Lateral Cabinet \$10



3 Dr. Lateral File Cabinet \$15



2 Dr. File Lateral Cabinet \$25



2 Dr. File Lateral Cabinet \$15



4 Dr. Lateral File Cabinet \$20



5 Dr. Lateral File Cabinet \$25



2 Dr. Letter Size File Cabinet \$8



5 Dr. Letter Size File Cabinet \$16



4 Dr. Letter Size File Cabinet \$16



4 Dr. Legal Size File Cabinet \$16



Storage Cabinet \$16



Storage Cabinet \$16



TV/Entertainment Cabinet \$10



Metal Credenza \$10



Wood Credenza \$10



Wood-Like Credenza \$



Metal Credenza \$



Wood-Like Credenza \$10



Sm. Table \$5



Thin Table \$5



Small Table \$5

Long Table \$5



Metal Table \$5



Wood Table w/ Formica Top \$5



Metal Table \$5



Partitions \$10 per stack
(more available)



Sm. Stand/Cart \$5



Computer Table \$5



Typing Stand \$5



Typing Stand \$5



Portable Desk \$5



2 Seat Stand \$5



Sm. Computer Workstation \$5



Bookcase \$5



Bookcase \$5



Sm. Stands \$5



Bookcase \$5



Typing Table \$5

Typing Table w/ Arm \$5



Computer Stand \$5



Cart \$5



Printer Cabinet \$5



Sm. Cabinet \$5

Sm. Metal Cart \$5



Sm. Cabinet \$5



Cart \$5



Safe \$50



Mail Sorter \$5