

**Quantity Purchase Agreement
With The State Of Indiana**

Qty Purchase Agreement QPA Number 0000000000000000000010182	Page 1 of 1
Requisition Nbr.: ASA7-7-75	
Effective Date: 07/23/2007	
Expiration Date: 07/22/2008	
Agency Number:	
Facility: ASA/COPR	
Vendor Federal ID: 571164294	
Vendor Telephone Nbr: 800/469-1592--	
Name Of Contact Pers: MICHELLE NOELLER	
FAX Number: 800/595-7265--	

Vendor: GAYLORD BROS, INC.
Remit to: 7282 WILLIAM BARRY BLVD
SYRACUSE NY 13212

Name and Address of Vendor: GAYLORD BROS, INC.
Cntct: MICHELLE NOELLER
7282 WILLIAM BARRY BLVD
SYRACUSE NY 13212

In accordance with your bid, submitted in response to the above referenced solicitation, the Vendor agrees that the Indiana Department of Administration, Procurement Division, has the option to purchase the items listed below under the terms of this agreement. The Vendor agrees to charge these prices for any products ordered on any QPA release received after the expiration of the QPA but issued prior to the expiration date. The quantity listed herein is an estimate of the requirements. The state may order substantially more or substantially less pursuant to the terms of this agreement. **Orders are to be delivered only upon receipt of properly approved Quantity Purchase Award Release.**

Line Number	Quantity	UNIT	Article and Description	Unit Price
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This is an award of a Quantity Purchase Agreement for Archival Acid-Free Folders for All State Agencies primarily for Commission on Public Records

QPA can be mutually renewed yearly for three additional years.

The vendor agrees to charge these prices for any products ordered on any QPA PO received after the expiration date, but issued prior to the expiration date, and postmarked no later than 14 business days after the QPA's expiration date.

Quantities are estimates and could be more or less and could be shipped to any State Agency within the State of Indiana

Vendor must be able to allow Mutiple Delivery on one QPA Release.

The awarded vendor must maintain, at a minimum, the following information and be capable of supplying a report within one week of a request by the State:

1. Quantity and Type of Products, including any options, purchased by any State Agency and/or Political Subdivision, separated by each.
2. Total Dollar value of purchases made, separated by State Agency and/or Political Subdivision.

Vendor ship time: 3-4 weeks ARO

1	999,999,999.00 EA	00000000100034329	File Folders,Archival,Acid-Free,Lignin-Free,Letter size,9.625 X 11.75, 1.5 high, tan, full cut reinforced tab	0.1663
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Minimum order: 100

2	999,999,999.00 EA	00000000100034330	File Folders,Archival,Acid-Free,Lignin-Free,Legal size,9.625 X 14.75, 1.5 high, tan, full cut reinforced tab	0.1781
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Minimum Order: 100

The following UN/CEFACT Unit of Measure Common Codes are used in this document:
EA Each

Signature of Purchasing Officer	Typed Name	Signature Of Approval Office Of the State Attorney General	
	Date Signed	Typed Name	Date Signed
Authorized Signature	Indiana Department Of Administration Procurement Division 402 West Washington Street, Rm W468 Indianapolis, Indiana 46204 Telephone: (317) 232-3053		