



## Order No : PO457945 -Computer Information Classes

Issued on Mon, 11 Mar, 2013

**Supplier:**

INFORMATION TODAY INC  
143 OLD MARLTON PIKE  
MEDFORD, NJ 08055  
United States  
Phone: 1609.654.6266.128  
Fax: 1609.654.4307  
Contact: LINDA WHITMAN

**Ship To:**

MLK Library - Human Resources  
901 G Street, NW; Room 423  
Washington, DC 20001  
United States

**Bill To:**

DC Public Library - Chief Financial Officer  
901 G Street NW Room 441  
Washington, DC 20001  
United States  
Phone: 1(202) 727-1198

**Deliver To:**

Jacqueline Ceasar

Item	Description	Part Number	Unit	Qty	Need By	Unit Price	Extended Amount
1	<b>14 employees to attend Computers in Library ...</b>	0230	each	1	Fri, 15 Feb. 2013	\$4,574.00USD	\$4,574.00USD
	14 employees to attend Computers in Library Conference at \$299 each , 2 employees will also be attending workshops at \$259 each.						
If used in conjunction with a contract award, purchase order is placed in accordance with all provisions of Contract Number: na							
Bill To Contact: Accounts Payable							
Requester: Jacqueline Ceasar							
Form:							
Delivery Date: Fri, 15 Feb, 2013							
PR No.: RQ800275							
<b>Total</b>							<b>\$4,574.00USD</b>

## Comments

- COMMENT by **aribasystem** on *Monday, March 11, 2013 at 6:04 AM*  
ALL INVOICES SHALL BE SUBMITTED TO THE 'BILL TO' ADDRESS INDICATED ON THIS PURCHASE ORDER. INVOICES SHALL INCLUDE THE PURCHASE ORDER NUMBER, CONTRACT NUMBER (IF APPLICABLE), CONTRACTOR'S NAME AND ADDRESS, INVOICE DATE, QUANTITY AND DESCRIPTION OF GOOD(S) OR SERVICE(S) FOR WHICH PAYMENT IS BEING REQUESTED, REMITTANCE ADDRESS, AND CONTACT PERSON NAME AND PHONE NUMBER IF THERE IS A PROBLEM WITH THE INVOICE. INVOICES FOR QUANTITIES OR AMOUNTS GREATER THAN WHAT IS STATED ON THE PURCHASE ORDER WILL BE REJECTED. FAILURE TO FOLLOW THESE INSTRUCTIONS MAY RESULT IN DELAYS IN PAYMENT. (aribasystem, Mon, 11 Mar, 2013)
- COMMENT by **aribasystem** on *Monday, March 11, 2013 at 6:04 AM*  
FOB is Destination unless specified otherwise (aribasystem, Mon, 11 Mar, 2013)
- COMMENT by **aribasystem** on *Monday, March 11, 2013 at 6:04 AM*  
\*\*\*GOVERNMENT OF THE DISTRICT OF COLUMBIA STANDARD CONTRACT PROVISIONS FOR USE WITH THE DISTRICT OF COLUMBIA

