Order No: PO481583 - Bookletters Renewal 2013

Issued on Fri, 20 Sep. 2013

Supplier:
BOOKLETTERS, LLC
2143 belcourt avenue
nashville, TN 37212-7212
Phone: 615 292 8926.14
Fax:
Contact: KAY MORREALE

Ship To:
MLK Library - Collection Development and Management
901 G Street NW, Room 417
Washington, DC 20001
United States

Deliver To:
Elissa Miller

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

<table>
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<tr>
<th>Item</th>
<th>Description</th>
<th>Part Number</th>
<th>Unit</th>
<th>Qty</th>
<th>Need By</th>
<th>Unit Price</th>
<th>Extended Amount</th>
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<td>1</td>
<td>BookLetters subscription renewal September ...</td>
<td>each 5,700 Thu, 05 Sep, 2013</td>
<td>$1.00 USD</td>
<td>$5,700.00 USD</td>
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Bill To Contact: Accounts Payable
If used in conjunction with a contract award, purchase order is placed in accordance with all provisions of Contract Number: n/a
Requester: Elissa Miller
Delivery Date: Thu, 5 Sep. 2013
PR No: RQ818735

Total $5,700.00 USD

Comments

- COMMENT by arbasystem on 09/20/2013
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, REMITTING 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. (arbasystem, Fri, 20 Sep, 2013)

- COMMENT by arbasystem on 09/20/2013
FOB is Destination unless specified otherwise (arbasystem, Fri, 20 Sep, 2013)

- COMMENT by arbasystem on 09/20/2013
****GOVERNMENT OF THE DISTRICT OF COLUMBIA STANDARD CONTRACT PROVISIONS FOR USE WITH THE DISTRICT OF COLUMBIA GOVERNMENT SUPPLY AND SERVICES CONTRACTS (July 2010) ARE HEREBY INCORPORATED BY REFERENCE. WWW.OCP.DC.GOV**** (arbasystem, Fri, 20 Sep, 2013)

https://pass.in.dc.gov/Buyer/render/D63WTXZMMNYQ 9/20/2013