



Order No : PO482600 -CAPITAL OFFICE SOLUTIONS

Issued on Tue, 01 Oct, 2013

Supplier:
 CAPITOL OFFICE SOLUTIONS
 9065 GUILFORD ROAD
 COLUMBIA, MD 21046-
 United States
 Phone: 1301.937.5030
 Fax: 1301.937.6031
 Contact: CAROL GREENE

Ship To:
 MLK Library - Information Technology and System
 901 G Street, NW; Room A34
 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:
 Cedric Givens

Item	Description	Part Number	Unit	Qty	Need By	Unit Price	Extended Amount
1	CAPITAL OFFICE SOLUTIONS		each	29,304	Tue, 01 Oct, 2013	\$1.00 USD	\$29,304.00 USD
	CAPITAL OFFICE SOLUTIONS						
Total							\$29,304.00 USD

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: na
 Requester: Cedric Givens
 Delivery Date: Tue, 1 Oct, 2013
 PR No.: RQ833937

Comments

- COMMENT by aribasystem on 10/01/2013
 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, 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, Tue, 01 Oct, 2013)
- COMMENT by aribasystem on 10/01/2013
 FOB is Destination unless specified otherwise (aribasystem, Tue, 01 Oct, 2013)
- COMMENT by aribasystem on 10/01/2013
 *****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***** (aribasystem, Tue, 01 Oct, 2013)