CITY OF ALBUQUERQUE
PURCHASING OFFICE
P.O. Box 1293 • Albuquerque, New Mexico 87103

PURCHASE ORDER	PAGE
0006871964	1

1

☐ CONFIRMING DO NOT DUPLICATE ☐ ORDER FROM THIS PO

TO

THE HON COMPANY
C/O BELEWS OFFICE SUPPLY
200 OAK STREET
MUSCATINE IA 52761

SHIP TO

SEE BODY OF PURCHASE ORDER FOR SHIP TO ADDRESS AND CONTACT PERSON

505-768-3320

DATE OF ORDER	TERMS OF SALE	VENDOR NUMBER	DEPT. REQUESTING
07/13/2006	NET	420617510 G	
SHIP VIA	**F.O.B.**	**REQ. #**	**DATE MDSE REQUIRED**
BEST WAY	DESTINATION		06/30/2006

ITEM #	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENSION
001	1	FURNITURE-HON-BELEWS 0110 0312100 7000110 THIS IS NOT AN ORDER BUT A NOTIFICATION THAT THE CITY OF ALBUQUERQUE IS ENTERING INTO AN AGREEMENT WITH THE REFERENCED VENDOR IN PROVIDING HON FURNITURE TO CITY USER AGENCIES AT GSA PRICING, TERMS AND CONDITIONS OR BETTER, IN ACCORDANCE WITH THE GOVERNMENT PURCHASE AGREEMENT AS PROVIDED FOR IN SPD2006-038-KD. THE PURCHASE ORDER NUMBER REFERENCED AT THE TOP RIGHT OF THIS FORM IS A BLANKET PURCHASE ORDER (PO) NUMBER FOR THE TERM AS OUTLINED AND IS ONLY EFFECTIVE WHEN USED IN CONJUNCTION WITH A RELEASE ORDER PLACED BY A USER AGENCY OF THE CITY OF ALBUQUERQUE. VENDOR SHALL INVOICE THE CITY OF ALBUQUERQUE REFERENCING THE PROPER BLANKET PO NUMBER AND RELEASE ORDER NUMBER FOR EACH ORDER. A RELEASE ORDER (FORM NO. P100428) SHALL BE ISSUED BY THE USER AGENCY FOR ANY ORDERS PLACED AGAINST THIS PURCHASE ORDER. THE USER AGENCY IS REQUIRED TO RETAIN ALL DOCUMENTATION FOR THE RELEASE ORDER, TO INCLUDE BUT NOT LIMITED TO PERTINENT QUOTES AND RECEIVING DOCUMENTS. FOR ITEMS ORDERED. QUOTES		

TOTAL ▶

*** REPRINT NUMBER 1 ***

CONT / KELLI C DEANGELIS

BUYER

PURCHASING OFFICER

PURCHASING COPY

CONTROL NO. 152294

CITY OF ALBUQUERQUE

PURCHASING OFFICE

P.O. Box 1293 • Albuquerque, New Mexico 87103

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0006B7196A	2

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07/13/2006	NET	420617510 G	
SHIP VIA	**F.O.B.**	**REQ. #**	**DATE MDSE REQUIRED**
BEST WAY	DESTINATION		06/30/2006

ITEM #	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENSION
		PROVIDED BY THE VENDOR SHOULD CLEARLY INDICATE THAT THE ITEMS ARE LISTED ON THE GSA SCHEDULE AND ARE PRICED ACCORDINGLY. IT IS THE RESPONSIBILITY OF THE USER AGENCY TO ASSURE THAT THE ITEMS ARE AVAILABLE THROUGH THE GSA SCHEDULE GS-28F-8047H AND THAT PRICING PROVIDED BY THE VENDOR IS IN COMPLIANCE OF THE GSA SCHEDULE. INSTALLATION IS ADMISSIBLE AS A CHARGE THROUGH THE GSA AGREEMENT BUT MUST BE LISTED AS A SEPARATE LINE ITEM ON THE ORDER AND IS SUSCEPTIBLE TO NEW MEXICO GROSS RECEIPTS TAX. INSTALLATION SHALL BE QUOTED ON AN ORDER BY ORDER BASIS AND IS ALLOWED ONLY WITH THE ACCEPTANCE OF THE USER AGENCY. ITEMS IN EXCESS OF $1,000.00 ARE CONSIDERED FIXED ASSETS OR CAPITAL ITEMS AND MAY NOT BE PURCHASED ON THIS BLANKET PURCHASE ORDER UTILIZING A RELEASE ORDER. THE USER AGENCY MUST PRESENT AN APPROVED CAPTIAL ITEM REQUISITION (P100432) TO THE PURCHASING OFFICE WITH APPROVAL ALSO FROM THE CITY BUDGET OFFICE OR CIP, DEPENDING ON THE FUNDING SOURCE AND IN ACCORDANCE WITH		

TOTAL ▶

*** REPRINT NUMBER 1 ***

CONT / KELLI C DEANGELIS

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CONTROL NO. 152295

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CITY OF ALBUQUERQUE

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07/13/2006	NET	420617510 G	
SHIP VIA	**F.O.B.**	**REQ. #**	**DATE MDSE REQUIRED**
BEST WAY	DESTINATION		06/30/2006

ITEM #	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENSION
		WITH NORMAL CITY PURCHASING PROCEDURES. THE PURCHASING OFFICE WILL ISSUE A SEPARATE PURCHASE ORDER FOR ALL CAPITAL ITEMS WITH REFERENCE TO SPD2006-038-KD.		
		ITEMS STOCKED AT THE CITY WAREHOUSE MAY NOT BE ACQUIRED THROUGH THIS CONTRACT AND MUST BE PURCHASED FROM THE CITY WAREHOUSE. CHECK THE WAREHOUSE CATALOG OR CALL THE CITY WAREHOUSE @857-8670 FOR VERIFICATION OF STOCK ITEMS.		
		VARIOUS AGREEMENT "HON" OFFICE FURNITURE AUTHORIZED SERVICE DEALERS.		
		CONTRACT PERIOD: 10/1/05 - 6/30/06 RENEWABLE WITH MUTUAL AGREEMENT THRU 4/14/08 (GSA)		
		REF: SPD2006-038-KD		
		ATTN: VARIOUS DEPARTMENTS		
		******EXTENDED THROUGH 10/01/06 (KCD)**********		
		PREVIOUS PO TOTAL==>		
		PO NET CHANGE (+)==>	.00	

TOTAL ▶

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PURCHASING OFFICER

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CONTROL NO. 152296