

# BuyLines

DEPARTMENT OF ADMINISTRATIVE SERVICES

DECEMBER 2018

Contracts

Matchmaker 2019

## ***NEW Contract for Office Supplies, Toner and Cut Sheet Paper***

Effective January 1, 2019, DAS executed a new contract for Office Supplies, Toner and Cut Sheet Paper.

The contract contains (4) four awarded Contractors: W.B. Mason Co. as the Full Line Supplier, Suburban Stationers as the General Office Supplier, Aztec Technologies as the Remanufactured Toner Supplier and CT Community Alliance as the OEM Toner Supplier. DAS recommends that the Client Agency choose a Contractor that best fits the needs of the Agency.

### W.B. Mason – Full Line Supplier

- General Office Supplies Core List
- Full Catalog (Non-Core Items with various percentage discount by category)
- Multipurpose Paper Core List
- Toner Core List (OEM and Remanufactured)

### Suburban Stationers (SBE) – General Office Supplier

- General Office Supplies Core List
- Full Catalog (Non-Core Items with various percentage discount by category)

### Aztec Technologies (MBE) – Remanufactured Toner

- Remanufactured Toner Core List
- Non-Core Toner percentage discount

### CT Community Alliance (SBE) – OEM Toner

- OEM Toner Core List

Contractors shall accept orders by telephone, mail, facsimile, internet and the State of Connecticut's financial management system (CoreCT) via ePro Punch Out. Client Agencies are able to Punch-Out to Suburban Stationers via CoreCT. All Contractor's will be added as soon as possible.

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## **Office Contract continued**

Client Agencies can purchase through ePro or PO and view and order catalog items directly from the Contractor's websites at the current State contracted prices by using their state P-Card accepted by all Contractors. The P-Card is the preferred and simplified method for ordering office supplies. Please contact contractors to establish your agency as an account customer.

W.B. Mason Co, Inc.: Cassandra Teveris, 800-242-5892x8644; Email: [Cassandra.Teveris@wbmason.com](mailto:Cassandra.Teveris@wbmason.com)  
Suburban Stationers: Bob Shulman, 860-347-0299; Email: [bobs@suburbanop.com](mailto:bobs@suburbanop.com)  
Aztec Technologies (Remanufactured Toner): Cathy Kies, 866-677-9844; Email: [kiesc@aztecoffice.com](mailto:kiesc@aztecoffice.com)  
CT Nonprofit Alliance: (OEM Toner): Donna Lorenzo, 860-257-7909 x1055; Email: [dlorenzo@ctnonprofitalliance.org](mailto:dlorenzo@ctnonprofitalliance.org)

The following categories are restricted from purchase under the contract. The State reserves the right to delete or add products during the term of this contract.

The following is a summary of the current excluded products:

Systems Workstation Furniture – Contract #16PSX0171  
Freestanding Office, Lounge, Dormitory and Residential Furniture – Contract #15PSX0041  
Facilities Maintenance Repair Operation (MRO) – Industrial Supplies – Contract #17PSX0232  
Environmentally Preferable Cleaning – Contract #14PSX0298  
Liquid Cleaners that do not carry the designation of Green Seal  
(Exception are those specifically listed in the Core List.)  
Office Equipment – Copier, Printers and Fax - Contract #12PSX0026  
Audio Visual Equipment – Copies, Printers and Fax – Contract #12PSX0026  
Household Appliance (Non-Commercial) – Contract #17PSX0073  
Keyboard Trays – Contract #18PSX0207  
Software requiring a licensing agreement  
Medicinal and personal care, child care  
Art and Instructional Supplies – Contract #012PSX0012

Questions about ordering office supplies may be directed to Jill Belisle, Contract Specialist, at 860-713-5149 or [jill.belisle@ct.gov](mailto:jill.belisle@ct.gov).

## **Small Business Matchmaker Event 2019**

CT Business Matchmaker 2019

**Save the Date:** Thursday, June 13, 7:00 am - 2:30 pm

The CT Business Matchmaker connects small businesses with companies and agencies that subcontract services and supplies. Identify potential partnerships quickly during a series of 10-minute one-on-one interviews.

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# Contracts Awarded over the last 14 Days

Click on the category to see the contract

Adobe Acrobat Required

**18PSX0104** ENERGY EFFICIENCY RETROFITS AND ENERGY COST-SAVING SERVICES FOR EXISTING BUILDINGS

**18PSX0145** ERADICATION AND CONTROL OF INVASIVE AQUATIC PLANT SPECIES IN CONNECTICUT WATER BODIES

**18PSX0258** SERVICE FOR PORTABLE TOILETS AT STATE MILITARY DEPARTMENT INSTALLATIONS

**18PSX0270** Utility and Landscape Trailers

**18PSX0286** SUPPLEMENTAL Rental of Snow Plow Trucks Under 18,000 GVWR and Snow Equipment with Operators

**18PSX0144** FORESTRY SERVICES FOR DEEP

**18PSX0178** ICE AND SNOW REMOVAL SERVICES FOR DESPP TROOP E, TROOP F AND TROOP K

## State Supplier Diversity Certifications Issued over the last 14 Days

The State's Supplier Diversity program targets at least 25% of the state's business be transacted with small businesses including those owned by minorities, women and the disabled. To participate, fill out an application with the Department of Administrative Services. Once certified, you can bid on contracts covered by the program as well as all other state contracts.

[Use this link to see the companies the DAS State Supplier Diversity program has certified over that past 14 days.](#)

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