

# In the United States Court of Federal Claims

Case No. 08-221C  
(FILED: July 18, 2008)  
TO BE PUBLISHED

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**CAPITOL SUPPLY, INC.,** \*  
*Plaintiff,* \*  
  
v. \*  
  
**THE UNITED STATES OF AMERICA,** \*  
*Defendant.* \*  
\*\*\*\*\* \*

Post-award bid protest; Blanket  
Purchase Agreement; Request for  
Quotation; FAR Part 8.4; Judgment  
on the administrative record pursuant  
to RCFC 52.1; Motion to supplement  
the administrative record; Agency  
discretion; Rational basis; Rejection  
of nonresponsive quotation.

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## OPINION & ORDER

**BASKIR**, Judge.

This case is a post-award bid protest involving the procurement of office supplies under Blanket Purchase Agreements (BPA) offered by the U.S. General Services Administration (GSA). The plaintiff, Capitol Supply, Inc. (Capitol Supply), alleges that the GSA refused to evaluate its quotation and award it a BPA based on the erroneous determination that its pricing information was improperly submitted. We reject the plaintiff's arguments. **For the reasons stated below, we DENY Plaintiff's motion for judgment on the administrative record and GRANT the defendant's cross-motion.**

## BACKGROUND

With some notable exceptions we discuss below, the facts bearing on this case are undisputed.

### The Agency's Request for Quotations

Beginning in 2006, GSA facilitated a multi-agency team to establish BPAs for the purchase of office supplies from the Federal Supply Schedule (FSS). GSA FSSI Technical Plan for Office Supplies (Jan. 10, 2006) (Administrative Record (AR) 254). The purpose of the BPA is to streamline the Government's acquisition process in order to reduce costs while maintaining or improving service levels and meeting other government objectives. *Id.*

On February 6, 2007, GSA issued Request For Quotations (RFQ) No. 189760 through a posting on GSA e-Buy. RFQ (AR 274). The RFQ was open to all FSS vendors awarded Special Item Number 75 200 Office Products under GSA Schedule 75 – Office Products/Supplies and Services and New Products/Technology. GSA BPA for FSSI - Office Supplies (Feb. 6, 2007) (AR 285). The scope of this procurement was established by the RFQ, which limited the types of office supplies subject to the BPA to 13 subcategories, and specifically excluded certain items normally found in office supply catalogs. RFQ §§ B.2.4 & D.3.3.2 (AR 284, 312, 392).

On February 28, 2007, GSA held a pre-proposal conference with vendors, at which some of the issues surrounding this bid protest were discussed. Federal Acquisition Service Pre-proposal Conference (Feb. 28, 2007) (AR 358). GSA then issued Amendment 0001 on March 2, 2007, which extended the closing date from March 9, 2007 to March 30, 2007, and resulted in other minor changes. Amendment 0001 (AR 456-62). GSA issued Amendment 0002 on March 8, 2007. Amendment 0002 (AR 463). Amendment 0002 revised the quote sheet instructions and provided detailed procedures for submitting pricing information, as we discuss at length below. AR 464-5.

Vendors were encouraged to offer BPA prices that were better than prices offered to other Federal agencies. RFQ § C.2.8.10 (AR 288). Pursuant to the RFQ, BPA prices could not exceed the vendor's prices on the FSS. RFQ § D.3.3 (AR 304-5). Successful vendors entered into a one-year base period BPA, with two one-year option periods. RFQ § C.2.2 (AR 286).

The quotes submitted by the competing vendors were to clearly demonstrate an understanding of both the general and specific requirements of the RFQ and convey the vendor's capability for transforming its understanding into successful performance under a BPA order. RFQ § D.2.2 (AR 301). The agency demanded that bids must "be fully and completely in compliance with RFQ instructions." *Id.* According to the RFQ:

The information requested and the manner of submission is essential to permit prompt evaluation of all quotes on a fair and uniform basis . . . Incomplete quotes will be considered non-responsive and will not be further evaluated.

*Id.* Contractors whose quotes were not considered or selected for a BPA would be notified and informed of the basis for nonselection. *Id.*

### Scoring of Technical and Price Quote

The RFQ established a “best value” procurement, with evaluations to be conducted under Federal Acquisition Regulation (FAR) Part 8.4. RFQ § D.4 (AR 308). Vendors were required to submit both a technical and a price quote. RFQ § D.3 (AR 302-07). Pricing and technical evaluation scores were combined for a final score that would determine BPA recipients. RFQ § D.4 (AR 308); see *also* Best Value Award Decision Document § 2.0 (AR 3273, 3300). The agency would establish BPAs with vendors “whose quotes represent the best value to the Government.” RFQ § D.4 (AR 308).

The agency evaluated Capitol Supply’s technical submission on the four technical subfactors set out by the RFQ, ranking it ninth with a score of 245 out of a possible 300. Final Technical Evaluation Consensus For FSSI Office Supplies BPA (June 6, 2007) (AR 3293). This aspect of plaintiff’s quote is not at issue in this protest.

The GSA’s price evaluation methodology compared the bidders’ prices with the prices of S.P. Richards (SPR), a leading wholesaler in the business products industry. RFQ § D.3.3.1 (AR 305). Section D.3.3.1 of the RFQ instructed vendors’ quotes to state discounts off its current GSA FSS catalog prices and discounts “off the wholesaler’s list price using the S.P. Richards catalog . . .” *Id.* (emphasis in original). Each vendor’s price quote was to be evaluated based upon the percentage discount offered off the SPR catalog. *Id.* However, there was no requirement to offer SPR products. *Id.* The agency relied on the SPR catalog prices for SPR products or their equivalents solely in order to establish a common reference or benchmark against which all bids could be compared. RFQ § D.4.1.2 (AR 309, 461, 3280-81).

### Amendment 0002 Instructions

Central to the issues presented in this bid protest is the procedure for inputting data on a pre-formatted spreadsheet provided by the agency – the RFQ Quote Sheet. In order to activate the SPR price comparison data, it was essential to input certain information in a very specific format.

Amendment 0002, issued March 8, 2007, set forth detailed instructions for submitting the price data on the RFQ Quote Sheet. It outlined a 6-step procedure for

completing the quote, with special emphasis on items required for the pre-formatted RFQ Quote Sheet, which was attached to the RFQ. Amendment 0002 (AR 465). Below, a replication of an illustration of The Quote Sheet from the GAO Bid Protest Decision is provided. *In the Matter of Capitol Supply, Inc.*, B-309999.3, Jan. 22, 2008, 2008 CPD ¶ 35 at 2. The illustration is merely an example of the Quote Sheet, with the bottom row filled in with hypothetical data:

1	2	3	4	5	6	7	8	9	10	11	12
Office Supplies sub-category (use pull down list)	Manufacturer name	Stripped manufacturer part number (Reference SPR catalog tab for correct format)	Current GSA schedule price (\$)	Proposed BPA price (\$)	Quantity per selling unit (for items NOT in "SPR Catalog" tab)	Item Description (for items NOT in "SPR Catalog" tab)	Unit of measure (for items in SPR catalog)	Quantity per selling unit (for items in SPR catalog)	Discount off current GSA schedule price (%)	SPR list price (\$)	Discount off SPR list price (%)
Calendar	At-A-Glance	AAG47294	\$24	\$21			EA	1 EA	-13%	\$27.39	-23%

After entering contact information, the vendor was instructed to review sub-category definitions. *Id.* Steps 1 and 2 explained that the vendor was required to be familiar with sub-categories in order to enter data into the Quote Sheet. *Id.* Under Step 2, for instance, the vendor was instructed to fill out the first column of the spreadsheet with the proper sub-category so the Government could easily categorize the item listed. *Id.*

The Quote Sheet contained 15,002 pre-formatted rows, designed to automatically populate cells 8 through 12 with the SPR catalog price, SPR discount, and other SPR data once the stripped manufacturer part number had been entered into cell 3. *Id.* Proper entry of the stripped manufacturer part number was critical to the Quote Sheet, hence the instructions in Step 3 to review them carefully. GSA provided the entire SPR catalog for reference:

**STEP 3: REVIEW “STRIPPED MANUFACTURER PART NUMBERS”** – Review the list of “stripped manufacturer part numbers” in the “SPR Catalog” tab, since step 4 below requires that you enter part numbers for the office supplies items in your catalog in a very specific format. Note that the entire Q1 2007 S.P. Richards catalog is contained in the tab “SPR Catalog” for your reference.

*Id.* Step 3 required that stripped manufacturer part numbers be reviewed carefully and submitted in a specific format, and prohibited the vendor from submitting items that did not fit into the defined sub-categories from Step 2:

However, as a point of clarification, in steps 4 and 5 below, you will be providing quotes for only those items in your catalog that fall into one of the defined Office Supplies Sub-Categories in the “Definitions” tab.

*Id.* The vendor was thus required to limit items in the Quote Sheet to those that were within the proper scope of the procurement. *Id.*

Step 4 precisely delineated how the vendor was required to enter data into the Quote Sheet. *Id.* The instructions reiterated the importance of correctly entering the stripped manufacturer part numbers, explaining that the numbers enabled the Quote Sheet to automatically populate with SPR data. *Id.* Step 4 explicitly stated that incorrect stripped manufacturer part number entries would invalidate the vendor’s bid:

These items must be listed by manufacturer name (in column 2) and “stripped manufacturer part numbers” (in column 3) . . . A complete list of “stripped manufacturer part numbers” (from the S.P. Richards catalog) can be found in the “SPR Catalog” tab. It is very important to correctly enter the “stripped manufacturer part number” since the information will be used to automatically lookup the S.P. Richards list price and other related information. Failure to correctly enter accurate “stripped manufacturer part numbers” will result in invalid quotes.

*Id.* The cited provision further explained that if the stripped manufacturer part number was not in the SPR catalog, “#N/A” would automatically populate:

**NOTE: FOR ITEMS ENTERED THAT ARE NOT IN THE S.P. RICHARDS CATALOG** – Upon entering the specified information, you will notice that the columns designated “8,” “9,” and “11” will populate automatically (if the entered “stripped manufacturer part number” is contained in the S.P. Richards catalog). However, if the item entered in column 3 is not contained in the S.P. Richards catalog, an error (“#N/A”) will appear in these columns.

*Id.* The vendor was instructed to deal with items that were not in the SPR catalog as follows:

Disregard this error if the item entered is not contained in the S.P. Richards catalog, but is a valid manufacturer part number. In addition, be sure to enter the "Quantity per Selling Unit" in column 6 and "Item Description" in column 7 if the item entered is not contained in the S.P. Richards catalog.

*Id.* Steps 5 and 6, as detailed by the Amendment 0002, address actions after the critical step in the construction of the Quote Sheet and are not at issue here. *Id.*

#### Capitol Supply's First Quote Sheet

Capitol Supply submitted its Quote Sheet on March 2, 2007, in compliance with RFQ deadlines. Capitol Supply Response to RFQ (Mar. 2, 2007) (AR Q11932, Q18855-Q19546). The Quote Sheet contained 55,974 items. *Id.* An examination of the plaintiff's initial submission revealed that all of the items with automatically populated data, approximately 15,000 items, appear at the beginning of the Quote Sheet. AR Q18855-Q19035. For these 15,000 items, SPR data was automatically populated into cells 8 through 12. *Id.*; see Exhibit A (attached).

After those items, Capitol Supply apparently entered no data (resulting in a blank row), and then included 418 items with stripped manufacturer part numbers that were not in the SPR catalog. AR Q19035-Q19040. For these 418 items, "#N/A" automatically populated columns 8, 9, 11, and 12. *Id.*; see Exhibit B (attached).

At this point, the pre-formatted section of the Quote Sheet was exhausted. AR Q19040. However, Capitol Supply continued to enter part numbers, but no data automatically populated, purportedly because there was no corresponding item in the SPR catalog. *Id.* Accordingly, Capitol Supply entered the Quantity Per Selling Unit and the Item Description into columns 6 and 7 respectively, as instructed in Step 4. *Id.* For 977 items from Q19040 to Q19052, Capitol Supply entered stripped manufacturer part numbers that did not automatically populate either SPR data or "#N/A." See Exhibit C (attached).

After the 977 entries that did not automatically populate, a blank row was entered. AR Q19052. From the blank row on Q19052 to the end of the bid on Q19546, totaling 40,896 rows, we found that the stripped manufacturer part number entries were radically different. The majority of these rows were blank in column 3 – no stripped manufacturer part number was submitted. AR Q19052-Q19546. For the rows in which column 3 did contain data, the vast majority were numbers that lacked a three-letter manufacturer's prefix. *Id.*; see Exhibit D (attached). While every single stripped manufacturer part number contained a three-letter prefix in the pre-formatted section of the Quote Sheet, very few of the final 40,896 rows contained stripped manufacturer part numbers with three-letter prefixes, if they contained any data in column 3 at all.

AR Q19052-Q19546. Our investigation of the Administrative Record corroborates the Government's evaluation, discussed in the following section.

#### GSA's Consideration of the Initial Submission

On April 6, 2007, Julia Seebacher, a member of GSA's price evaluation team, contacted the contracting officer via electronic mail (e-mail) to inform her of problems with Capitol Supply's price quote format. AR 3045-46; see Consolidated Statement of Uncontroverted Facts (CSUF) 48-53, 65-66. Ms. Seebacher stated that Capitol Supply had added information beyond the pre-formatted rows in the table, and that the data entry beyond the 15,002 pre-formatted rows was "very sloppy," particularly the stripped manufacturer part numbers. AR 3045 ("It seems that in the majority of cases, they started to provide only the numeric portion and drop the manufacturer prefix portion of the Part #.").

Ms. Seebacher suggested one of two options. First, GSA could contact Capitol Supply to request that it copy the data beyond the pre-formatted portion of the Quote Sheet into additional spreadsheets, which would allow them to provide correct stripped manufacturer part numbers. *Id.* Noting that the data entry was satisfactorily completed in the pre-formatted section, she posited that the instant check provided by automatic population enabled Capitol Supply to enter the SPR catalog numbers correctly. AR 3045-46.

In the alternative, Ms. Seebacher suggested that GSA could simply disregard any items for which "#N/A" had appeared on the Quote Sheet (indicating items not listed in the SPR catalog). *Id.* She was concerned, however, that this approach might result in "cutting items that are actually in the SPR catalog but were not listed properly by the vendor." AR 3046. Consequently, the agency would be evaluating only 15,000 of the approximately 55,000 items in the quote. Ms. Seebacher confirmed her suspicion that the stripped manufacturer part numbers were not properly submitted by spot-checking several items for which she knew the correct manufacturer prefix; according to her e-mail, some of these items were in fact listed in the SPR catalog. *Id.* For those items, the erroneously entered data did not automatically populate cells 8 through 12 with SPR data. *Id.* Only through her own manipulation could she populate the Quote Sheet with SPR data. *Id.*

On April 7, 2007, the contracting officer responded by e-mail that she would discuss the options with her supervisor, and that "since they were on track on the first 15,000, we may consider getting a clarification from them to correct" the problem. AR 3045. The contracting officer also suggested that they could seek permission from Capitol Supply to fix the spreadsheet issue. *Id.* This last observation prompted Ms. Seebacher to respond on April 9, 2007:

Just for clarification, the manufacturer part # provide . . . on the items in excess of the 15,000 item per table limit are incorrect (important vendor information is missing and the numbers are not properly stripped the way asked for). We cannot fix those numbers for Capitol. They either have to resubmit the items in the correct format (i.e. proper manufacturer part #s on all the items, not just the first 15,000) or we can only evaluate them on the first 15,000 correctly entered #s (i.e. items).

AR 3044. The contracting officer then directed the price evaluation team to set aside Capitol Supply's bid while she considered the best option. *Id.*

On April 25, 2007, in response to an e-mail from Ms. Seebacher outlining open issues for a number of the vendors, the contracting officer indicated that she was still awaiting approval to consider or disregard bids from vendors with problematic price submissions. AR 3049. She stated her concern that "[i]f we do go back to the contractors for price removal/correction, that may be considered negotiations," and acknowledged that she was "treading very carefully." *Id.*

#### Clarification and Resubmission of Quote Sheet

On May 14, 2007, the contracting officer contacted Capitol Supply via telephone. No record was kept of the contents of that telephone conversation. However, the contracting officer sent a confirmation e-mail message to Capitol Supply later that day. AR 3099. In the message, she advised that Capitol Supply would get the opportunity to clarify the information in its March 30 submission, as discussed during the teleconference. *Id.* However, the e-mail was somewhat ambiguous in identifying the problems with Capitol Supply's Quote Sheet. The contracting officer indicated only that the "information provided by Capitol Supply went beyond the allotted space on the quote sheet and did not follow the pre-formatted table." *Id.* She gave Capitol Supply until May 17, 2007, to resubmit the information. *Id.* The parties hotly dispute whether the conference discussed only the need to use the pre-formatted quote sheets for items exceeding 15,002, or whether it addressed the defective part numbers, as well.

#### Capitol Supply's Second Submission

Capitol Supply submitted a second price quote on or about May 17, 2007. Capitol Supply Pricing Clarification RFQ Quote Sheet (AR Q28365-Q30115). It copied and pasted the spreadsheet into four separate spreadsheet pages, with each page numbered through 15,002. *Id.* Capitol Supply's clarified price quote included 55,974 items. *Id.*

On May 22, 2007, Ms. Seebacher contacted the contracting officer by e-mail, informing her that Capitol Supply's clarification had only fixed some of its formatting problems. AR 3140-41. She explained that the plaintiff "simply copied the information from the original bid into the resubmitted tables without fixing any of the messed up Part



numbers listed in the original submission.” *Id.* Specifically, Ms. Seebacher noted that of the 55,974 items, only 13,788 had correct stripped manufacturer part numbers that automatically populated columns 8 through 12 and were in the scope of the RFQ. *Id.* An additional 2,181 out-of-scope items had correct stripped manufacturer part numbers. *Id.*

A total of 40,005 items included no catalog pricing data “either because they are not in the SPR catalog or because the Part numbers provided by Capitol Supply are incorrect and cannot be used to lookup the item in the SPR catalog.” *Id.* Consistent with the approach described earlier in her April 7 e-mail, Ms. Seebacher assured the contracting officer: “Based on a few (manual) spot checks several of the items that currently show up as N/A are actually in the SPR catalog but cannot be looked up because the Part numbers are messed up/ incorrect (for instance, missing/incorrect/incomplete Manufacturer Prefix).” *Id.*

In light of the problem with the stripped manufacturer part numbers, Ms. Seebacher considered the agency’s options for dealing with the plaintiff’s bid. She presented the contracting officer with the following options: (1) permit Capitol Supply to clarify its bid again; (2) accept the bid as submitted, evaluating that portion of the submission with the appropriate information; or (3) eliminate Capitol Supply from further evaluation for the failure to comply with the RFQ’s requirements or provide enough information for an accurate assessment of plaintiff’s competitiveness. *Id.*

#### The Decision to Remove Capitol Supply From Further Evaluations

On May 22, 2007, the contracting officer directed that Capitol Supply was to be removed from further consideration for failing to follow the revised pricing structure. AR 3140. In an e-mail to Ms. Seebacher, the contracting officer wrote, “[i]t was incumbent upon [Capitol Supply] to correctly submit the information that was requested.” *Id.* She added that the agency had no burden to advise Capitol Supply that the stripped manufacturer part numbers were submitted incorrectly, and that she nevertheless notified the vendor that the data submitted, from items 15,003 on, was incorrect. *Id.*

#### GSA’s Award

GSA received 42 quotes by the closing date of March 30, 2007. AR Q1-104345. GSA rejected three vendors between March and May 2007 on the grounds that their quotes were non-responsive. AR 626-29, 1345. GSA requested clarification from nine vendors, including Capitol Supply. AR 3063. Three additional vendors were determined to be non-compliant without the possibility of clarification. *Id.*

After the agency’s evaluation, 13 BPAs were awarded to vendors that demonstrated the best value for the Government. Best Value Award Decision Document (AR 3273-3303). The successful vendors were notified by e-mail on August 3, 2007, and letters sent the same day. AR 3304-69. Unsuccessful vendors who had not been

previously notified, including Capitol Supply, were notified by certified mail on August 3, 2007. AR 3382-83; see also AR 3370-81, 3384-3423.

### Post-Award Protest

Capitol Supply sent GSA a Request for Explanation for Award Decision via e-mail on August 7, 2007. AR 3426. On August 30, 2007, GSA provided a written response to Capitol Supply's request, advising the vendor that its price quote was not prepared in accordance with the instructions incorporated into the RFQ by Amendment 0002. AR 3614-15. Specifically, the contracting officer stated that "[f]ailure to follow the pre-formatted table led to a failure to provide the S.P. Richards part numbers as required by the RFQ. Therefore, Capitol Supply's quote was not acceptable." *Id.*

On September 10, 2007, Capitol Supply filed an agency level protest and Freedom of Information Act (FOIA) request via e-mail to the contracting officer and GSA's FOIA officer. AR 3616-20. On October 5, 2007, GSA denied the agency protest. AR 3963-73.

Capitol Supply filed a protest to the Government Accountability Office (GAO) on October 15, 2007. AR 3974-79. GAO denied the protest on January 22, 2008, and held that the agency properly excluded from consideration Capitol Supply's quotation for failing to follow the solicitation's mandatory pricing instructions. *In the Matter of Capitol Supply, Inc.*, B-309999.3, Jan. 22, 2008, 2008 CPD ¶ 35.

On March 28, 2008, two months later, the plaintiff filed its complaint in this Court. The Government filed the Administrative Record on April 11, 2008. The parties filed cross-motions for judgment on the administrative record pursuant to RCFC 52.1. Following the briefing, the parties filed a Consolidated Statement of Uncontroverted Facts on June 10, 2008. We heard oral argument on the cross-motions on July 14, 2008.

## **DISCUSSION**

### Standard of Review

This Court's jurisdiction over bid protest cases is prescribed by the Tucker Act, 28 U.S.C. § 1491(b)(1) (2000), as amended by the Administrative Disputes Resolution Act of 1996, Pub. L. No. 104-320, § 12(a), 10 Stat. 3870, 3874-75. Pursuant to that authority, we review procurement decisions of an agency under the standards of review set forth in the Administrative Procedures Act (APA), 5 U.S.C. §§ 701-706 (2000). See 28 U.S.C. § 1491(b)(4); *Impresa Construzioni Geom. Domenico Garufi v. United States*, 238 F.3d 1324, 1332 (Fed. Cir. 2001).

The scope of review as defined by the APA is limited. In *Citizens to Preserve Overton Park, Inc. v. Volpe*, 401 U.S. 402 (1971), the U.S. Supreme Court stated:

Section 706(2)(A) requires a finding that the actual choice made was not "arbitrary, capricious, an abuse of discretion, or otherwise not in accordance

with law.” To make this finding the court must consider whether the decision was based on a consideration of the relevant factors and whether there has been a clear error of judgment. Although this inquiry into the facts is to be searching and careful, the ultimate standard of review is a narrow one. The court is not empowered to substitute its judgment for that of the agency.

*Id.* at 416 (citations omitted). In applying this analysis, we consider whether: (1) the procurement officials exercised subjective bad faith; (2) there was a reasonable basis for the procurement decision; (3) the procuring officials abused their discretion; and (4) pertinent statutes or regulations were violated. *Metric Sys. Corp. v. United States*, 42 Fed. Cl. 306, 310 (1998) (citing *Keco Indus., Inc. v. United States*, 492 F.2d 1200, 1203-04 (Ct. Cl. 1974)).

In the present case, the protest focuses on the contracting officer’s decision not to evaluate Capitol Supply’s submission under the RFQ. According to the plaintiff, the following aspects of that decision were arbitrary and capricious: (1) the evaluator’s conclusion that Capitol Supply had not filled out the quote sheet correctly; (2) the contracting officer’s refusal to discuss that matter with Capitol Supply; and (3) the refusal to evaluate at least that portion of the proposal which the evaluator found contained the appropriate pricing information. Oral Argument Recording at 10:18 -19 a.m.

In this respect, we recognize that the agency is required only to provide “a coherent and reasonable explanation of its exercise of discretion and the disappointed bidder bears a ‘heavy burden’ of showing that the [challenged] decision had ‘no rational basis.’” *Impresa*, 238 F.3d at 1333 (internal citations omitted); *Baird Corp. v. United States*, 1 Cl. Ct. 662, 664 (1983). Capitol Supply must establish more than a simple mistake on the part of the contracting officer; the plaintiff must prove that any error allegedly committed was so excessive as to fall beyond the decision-maker’s ambit of discretion. See *Banknote Corp. of America, Inc. v. United States*, 365 F.3d 1345, 1351 (Fed. Cir. 2004) (quoting *Impresa*, 238 F.3d at 1332-33). This Capitol Supply has failed to do. However, before we address the merits, we must consider a proposed addition to the administrative record.

#### Supplementation of the Administrative Record

It has been described as a fundamental principle of reviewing agency action that “[t]he focal point for judicial review should be the administrative record already in existence, not some new record made initially in the reviewing court.” *Florida Power & Light Co. v. Lorion*, 470 U.S. 729, 743 (1985) (quoting *Camp v. Pitts*, 411 U.S. 138, 142 (1973)). This Court and others have recognized several exceptions to the general rule that review is limited to the record that was before the agency at the time of the challenged decision. See *Esch v. Yeutter*, 876 F.2d 976, 991 (D.C. Cir. 1989) (quotations omitted); see also *Cubic Applications, Inc. v. United States*, 37 Fed. Cl. 345, 350 (1997) (reviewing factors which may support limited discovery or supplementation of the administrative record in bid protest context).

For instance, the Court may permit the parties to add to the formal record of a given procurement when it is necessary for a full and complete understanding of the issues, to fill in gaps concerning factors the agency considered, or to assist the Court in understanding an agency decision. See *Benchmade Knife Co., Inc. v. United States*, 79 Fed. Cl. 731, 736 (2007) and cases cited therein. Similarly, our Rules do not foreclose the possibility of supplementing the record where appropriate. See RCFC 52.1, Rules Committee Note (“[A]ny motion for correction or supplementation of the administrative record should be made on the basis of either the specific law to be applied in the particular case or generally applicable principles of administrative law.”).

Capitol Supply moved to supplement the administrative record with a four-page declaration of its Chief Executive Officer, Robert J. Steinman, who was directly involved in the preparation of the plaintiff’s quotation and in the subsequent clarifications between the plaintiff and the contracting officer. See Plaintiff’s Motion to Supplement the Administrative Record (Apr. 28, 2008) (“Mot. to Suppl.”) and attached Declaration (Apr. 25, 2008) (“Steinman Decl.”). As a small independent dealer of office products, Mr. Steinman professes to be familiar with various distributors, such as S.P. Richards, and with the industry’s use of alphanumeric codes to uniquely identify various products. Steinman Decl. at ¶ 4.

In his declaration, Mr. Steinman attempts to explain his initial misunderstanding concerning the RFQ’s instructions. However, on the whole, Mr. Steinman’s explanation is simply a criticism of the GSA’s process. See, e.g., *id.* at ¶ 5 (“I realized that the RFQ instructions were wrong, and the Quote Sheet was not asking for the manufacturer’s part number, but rather the SPR distributor’s catalog number . . . .”). The declaration makes it abundantly clear that there were certain practical limitations to the GSA’s procurement scheme. In particular, the use of the S.P. Richards catalog prices as a benchmark could only get one so far. According to Mr. Steinman, the catalog only carried 28,722 items – approximately one-half of the 55,976 line items included in Capitol Supply’s quote – and, therefore, “the maximum possible number of matches (sic) was less than 28,722 under any circumstance.” *Id.* at ¶ 8.

Even if these assertions are true, we find this evidence entirely irrelevant to the issues presented by this bid protest. Plaintiff’s case is a *post-award* bid protest, challenging the GSA’s decision to reject plaintiff’s quote based on its determination that Capitol Supply submitted an improper quote under the terms of the RFQ. To the extent plaintiff objected to the type of information sought by the GSA, or to the required means of submitting that information, it should have filed a timely *pre-award* bid protest challenging the solicitation. Errors within a solicitation must be raised by a contractor prior to the closing date for receipt of bids, or they are waived. See *Blue & Gold Fleet*,

*L.P. v. United States*, 492 F.3d 1308, 1313 (Fed. Cir. 2007); *Erinys Iraq Ltd. v. United States*, 78 Fed. Cl. 518, 533 n.7 (2007). All potential BPA contractors were told to carefully examine the solicitation and raise issues before it was too late to do so. See AR 380-81 (“If you see an obvious ambiguity in the solicitation you have a responsibility to let the Government know. Do not take the risk that oh well, I’ll just wait and use it down the road.”).

Additional information on stripped manufacturer part numbers is relevant only to the extent it describes the agency’s rationale in excluding the quotes – Mr. Steinman’s subjective observations have no bearing on the issue. At best, the plaintiff’s proposed supplementation attempts to supply an after-the-fact justification for Capitol Supply’s failure to comply with the strict requirements of the RFQ. It does not, as Capitol Supply argues, fill in a gap in the agency’s record. Mot. to Suppl. at 4.

There is one other aspect of the declaration that merits our consideration. Specifically, Mr. Steinman claims that he “was not advised that there was any issue or concern with respect to its quotation other than formatting of its quotation onto four copies of the RFQ Quote Sheet spreadsheet.” Steinman Decl. at ¶ 9. According to the declaration, “[n]o information was provided that suggested GSA had a problem with the part numbers in the Capitol quotation.” *Id.* We reject this basis for supplementation, as well. As we discuss below, the contemporaneous documents speak for themselves on this point, and do not require elaboration from either party. **For these reasons we DENY plaintiff’s motion to supplement the administrative record.**

#### The GSA’s Determination that the Initial Quote was Defective

Plaintiff argues that the agency erred in not evaluating Capitol Supply’s price quote, both after the clarifications – which we will discuss momentarily – and in the first instance. According to the plaintiff, Ms. Julia Seebacher, the agency’s price analyst, “came to the unwarranted conclusion that Capitol Supply’s entry of all the items in the RFQ Quote Sheet beyond those that automatically populated columns 8 through 12 was erroneous.” Pl. Br. at 18-19. This argument has no merit. However one chooses to characterize Ms. Seebacher’s conclusions, or the contracting officer’s response to those conclusions, they are anything but arbitrary and capricious. Both officials acted well within their discretion.

Rather than evaluate the March 30, 2007, submission, Ms. Seebacher noted that only 15,000 of the approximately 55,000 items in Capitol Supply’s quote could be evaluated effectively because the full slate of items could not fit on the allotted number of rows in the provided spreadsheet table. Seebacher e-mail (Apr. 6, 2007) (AR 3045-46). After diagnosing the problem, Ms. Seebacher observed that she might have been able to “simply add the SPR catalog lookup function to the additional rows and theoretically everything is fine and we did not change their bid.” AR 3045. However, she could not resort to this remedial measure since Capitol Supply “got very sloppy in entering Manufacturer Part #'s once they did not have the instant control mechanisms of the table”

to indicate whether a given item is in the SPR catalog. *Id.* The plaintiff had omitted the manufacturer's prefix portion of the part number. Short of altering the quote, the agency had only two options: return the quote to Capitol Supply for revision or "simply disregard any items currently showing up as N/A (i.e. not in SPR)." AR 3046. Ms. Seebacher was reluctant to pursue the latter option because "[t]his might mean cutting items that are actually in the SPR catalog but were not listed properly by the vendor." *Id.*

Because Ms. Seebacher acknowledged that Capitol could have concluded that these items were not in the S.P. Richards catalog, argues the plaintiff, she should not have elevated this issue to the level of a nonresponsive RFQ. Since the RFQ instructed the vendors that the error message "#N/A" would appear where the part number had no match, and that this result was permissible, the analyst could not have known that the item was incorrectly entered merely by the absence of data in the SPR look-up fields on the spreadsheet. Therefore, under plaintiff's postulation, the submission should have been evaluated in its original form, irrespective of the fact that certain deficiencies were later confirmed by the plaintiff's clarification.

If we understand this argument correctly, the plaintiff faults the GSA price evaluation team for giving Capitol Supply the opportunity to better its chances during the price evaluation phase of the BPA selection process. This theory completely ignores the fact that plaintiff's submission could not be ranked beyond the first of four spreadsheets because Capitol Supply exceeded the capacity of the quote spreadsheet provided by the agency. Capitol Supply later conceded that it was guilty of this oversight, and was apparently satisfied with the agreed upon remedy. If the agency determined that this was indeed an easily correctable oversight, then the proper course was to pursue a revised submission rather than conduct a comparative price evaluation with such a small representative sample of plaintiff's product prices.

The plaintiff's full compliance argument is not only illogical, it is disingenuous. Capitol Supply implies that the evaluators must have ignored the most logical conclusion – that there was no equivalent item in the S.P. Richards catalog for items without the manufacturer part number – and instead assumed that the information was improperly omitted.

However, the administrative record answers this proposition. Beyond the mere possibility that S.P. Richards data was missing, the pricing data was incorrectly submitted. As Ms. Seebacher clarified in a follow-up e-mail to the contracting officer, after the first 15,000 entries "important vendor information is missing and the numbers are not properly stripped the way asked for." Seebacher e-mail (Apr. 9, 2007) (AR 3044). It was readily apparent that the plaintiff simply ignored the proper formatting procedures once the maximum capacity of the spreadsheet was exceeded. In omitting the prefix information on the part numbers and including only the numeric portion, the spreadsheet could not achieve the desired result of activating the S.P. Richards lookup function.

AR 3045. This feature of the GSA's formatted table was an essential control. And it is implausible that the plaintiff failed to appreciate this fact, given the detailed 6-step procedure outlined within the RFQ Quote Sheet instructions of Amendment 0002.

Contrary to the plaintiff's contention, the agency personnel did not make any unwarranted assumptions. While the evaluator did acknowledge the theoretical possibility that there might have been not one corresponding S.P. Richards product for the vast majority of Capitol Supply's 40,000 quoted items, she obviously considered it highly unlikely. Accordingly, as the administrative record indicates, the evaluation team conducted manual spot checks of certain entries. Through this admittedly non-exhaustive investigation, the team uncovered several instances in which an item offered by Capitol Supply, and also contained in the S.P. Richards catalog, appeared on the plaintiff's quote sheet without a corresponding manufacturer part number, or in some cases, appeared with a part number which had been recorded in an improper form.

AR 3140-41; see AR 3046 (using correct manufacturer prefix for certain items yielded SPR catalog product).

### Request for Clarifications

In response to Ms. Seebacher's recommendations, the contracting officer determined that she would contact Capitol Supply directly and give the company an opportunity to correct the administrative flaws in its quote. The record indicates she sought "clarifications" from several vendors on this and other issues. AR 3045. We note that the contracting officer was not obligated to do so. Every vendor was on notice that "the manner of submission is essential to permit prompt evaluation of all quotes." RFQ § D.2.2 (AR 301). More importantly, the terms of the RFQ permitted the GSA to "eliminate a contractor from consideration ... without discussions," RFQ § D.5.2, and to treat incomplete or partial quotes as nonresponsive without further evaluation. RFQ §§ D.2.2 & D.3.3 (AR 301, 309); see *also* Transcript of Pre-proposal Conference (AR 382) ("[D]o not assume that you're going to get a second bite at the apple. Translation: Award without discussion could happen.").

Notwithstanding the clear language of the RFQ, the plaintiff suggests that the contracting officer was obligated to identify, discuss and resolve the alleged errors prior to removing them from the competition. Pl. Br. 21-22. Plaintiff offers no authority for this proposition, nor does the plaintiff even address the regulations governing this procurement at 48 C.F.R. § 8.404.

As a corollary to this argument, Capitol Supply posits that the contracting officer misled Capitol Supply during clarifications. According to the plaintiff, "[b]y focusing solely on the spreadsheet formatting issue, the Contracting Officer implied that there were no other issues with the Capitol quote." Pl. Br. at 22. Again, the *legal* theory is given exceedingly sparse treatment in Capitol Supply's papers. Moreover, the sole evidence offered in support of this allegation is found in Mr. Steinman's declaration, which we have excluded.

The Government rebuts the plaintiff's evidence by reference to the contracting officer's statement of facts, prepared and submitted in the course of Capitol Supply's bid protest before the GAO. We choose not to rely on post-dispute characterizations of the agency's clarification attempt, whether they be the plaintiff's or the defendant's recollections. Although the GAO report is technically part of our "administrative record," the contemporaneous record is sufficient for our purposes. Both parties agree that there was a teleconference between the contracting officer, Mr. Steinman and Mr. Harris, the morning of May 14, 2007, on the topic of Capitol Supply's March 30, 2007, submission. We know from a follow-up e-mail sent at 11:40 a.m. that same day from the contracting officer to Capitol Supply that more than one deficiency in the quote had been addressed:

Per our conversation this morning, GSA is allowing Capitol Supply an opportunity to clarify the information submitted March 30, 2007 for RFQ #189760.

As stated, information provided by Capitol Supply went beyond the allotted space on the quote sheet *and did not follow the pre-formatted table*. Please resubmit the requested information in the pre-formatted spreadsheet provided to you, along with the RFQ, no later than 3:00 p.m. Thursday, May 17, 2007.

AR 3099 (emphasis added). The contracting officer closed the letter with the promise that she and her associates remained available to address any questions or concerns. The next contact the contracting officer had with the gentlemen was a faxed response that same day followed by a revised submission on May 17 with the pricing information broken down on four separate copies of the RFQ Quote Sheet. It does not appear that the plaintiff revised any other aspects of its original submission. AR Tab 94 at 3100; CSUF 64.

Based on this record, we see no impropriety in the contracting officer's attempt to clarify the clerical and administrative errors evident in the plaintiff's submission. The Government concedes that the contracting officer was necessarily vague in its clarification attempt. CSUF 68; see Def. Br. at 38 (contracting officer did not use the specific words "stripped manufacturer part number."). As the contracting officer stated in an e-mail concerning pricing information for Capitol Supply and other bidders, she was "treading very carefully," fully aware that she could not address certain corrections as "that may be considered negotiations." Nicholson e-mail (Apr. 25, 2007) (AR 3049). Accordingly, the plaintiff has failed to demonstrate that the contracting officer abused her discretion or acted in an arbitrary and capricious manner.

#### Capitol Supply's Revised Quotation

Upon reviewing the revised and resubmitted quote, the evaluation team realized that Capitol Supply had not altered the substantive information within the spreadsheet. As directed, the plaintiff had divided its quote onto four spreadsheets as directed so that



all items were listed within the pre-formatted pricing table. However, on May 22, 2007, Ms. Seebacher noted in an e-mail to the contracting officer:

Unfortunately, this did not solve our problem evaluating their RFQ response, because Capitol Supply simply copied the information from the original bid into the resubmitted tables without fixing any of the messed up part numbers listed in the original submission. It seems they were not aware that they were supposed to correct these Part Numbers in a way that allows us to properly look the items up in the SPR catalog.

AR 3140-41. For the same reasons first identified by the evaluation team, the plaintiff's quotation did not comply with Amendment 0002 of the RFQ. The plaintiff even in this litigation contends that its quotation meets the RFQ's requirements and could have been evaluated with an acceptable level of accuracy, despite the small percentage of S.P. Richards matches among its quoted items. We have carefully considered plaintiff's position, as well as the contrary conclusions reached by the GSA, and later the GAO. There is simply no support for the argument that the plaintiff complied fully with the RFQ.

In fact, the manner in which Capitol Supply has carried on this litigation confirms that the plaintiff does not actually believe its submission was valid. Throughout the briefing of this case, the plaintiff has attempted to educate the Court on the significance of the "stripped manufacturer part number," mostly in an attempt to explain plaintiff's original noncompliance as a simple misunderstanding. See, e.g., Pl. Reply at 3 ("It is clear that GSA did not realize that the 'stripped manufacturer part number' used by GSA is not the part number used by the manufacturer or by other distributors, but was unique to the S.P. Richards catalog."); see also Mot. to Suppl. at 2 (plaintiff argues that the declaration "supplements the extremely limited explanation of the contracting officer's concerns with the manufacturer part numbers in plaintiff's quote by providing insight into the manner in which plaintiff dealt with those part numbers in preparing the quote."). These explanations provide no defense for a submission that was nonconforming even after a second opportunity to submit the quote was permitted.

Capitol Supply has raised several concerns in this case respecting the utility of the S.P. Richards benchmark. In particular, the plaintiff has developed a case that the agency's understanding of what constitutes a manufacturer part number is erroneous, or at least is different than the industry-wide understanding of that term. However, judging by the number of bids that made it to the evaluation stage, there is a substantial segment of the office products industry that had no difficulty in deciphering the RFQ's use of the term. The plaintiff has stressed defects in a scheme that matched products with a distributor's catalog where packaging and available quantities for similar products may not match up and could skew the results of the price comparison. See Pl. Reply at 4-5. The plaintiff chose to rely on its own interpretation of the formatting requirements and hope that the contracting officer's view comported with that interpretation.

Having found the second submission defective, we turn to the more important inquiry – whether the contracting officer’s refusal to evaluate the quote was arbitrary, capricious, an abuse of discretion and not in accordance with law.

“Arbitrary and Capricious” Standard Applied to Contracting Officer’s Exclusion of Plaintiff’s Revised Quotation

In applying the “arbitrary and capricious” standard of Section 706, we test whether the agency considered all relevant factors and articulated “a rational connection between the facts found and the choice made.” *Great Lakes Dredge & Dock Co. v. United States*, 60 Fed. Cl. 350, 358 (2004). Accordingly, the key to determining whether the Court should reverse the agency’s decision is to look not at the decision alone, but at how the agency arrived at the decision. See *Overton Park*, 401 U.S. at 416 (inquiry limited to “whether the decision was based on a consideration of the relevant factors and whether there has been a clear error of judgment.” ); see also *TRW, Inc. v. Unisys Corp.*, 98 F.3d 1325, 1327 (Fed. Cir. 1996) (an agency’s decision not to be disturbed unless the decision is “wholly without reason”). A careful examination of the administrative record demonstrates that the contracting officer’s actions in this procurement easily satisfy this standard.

The post-clarification e-mail exchanged between the contracting officer and the price evaluation analyst is especially instructive. Because the last re-submitted quote had not been substantively altered but merely copied onto pre-formatted spreadsheets, the evaluation team still faced the following problems, as reported by Ms. Seebacher in her May 22 e-mail to the contracting officer:

- Capitol Supply’s RFQ response lists 55,974 items, but less than 25% (13,788) can be looked up in the SPR catalog and are in scope of this RFQ. Once we apply the 90% trim to these items, we will effectively be evaluating only 22% of all items proposed by Capitol Supply.
- An additional 2,181 items can also be looked up in the SPR catalog, but they are not in the scope of this RFQ (such as Office Furniture items, Break Room supplies, and janitorial supplies) and thus, will not be included in the price evaluation.
- 40,005 items cannot be looked up in the SPR catalog, either because they are not in the SPR catalog, or because the part numbers provided by Capitol Supply are incorrect and cannot be used to lookup the item in the SPR catalog.

- Based on a few (manual) spot checks several of the items that currently show up as N/A are actually in the SPR catalog but cannot be looked up because the Part numbers are messed up/incorrect (for instance, missing/incorrect/incomplete Manufacturer Prefix).

AR 3140-41.

Then, in the same e-mail, Ms. Seebacher sought the contracting officer's next course of action based on several alternatives which she articulated clearly. First, she suggested that the contracting officer might want "to ask Capitol Supply again (specifically) to correct their part numbers." *Id.* She noted in regard to this option, "we should consider that other vendors also got some part numbers wrong and did not get a first or even second chance to correct their bid," and "going back to Capitol Supply will again delay the competition of the price evaluation in General Office Supplies and Paper." *Id.* However, Ms. Seebacher also suggested that the contracting officer consider "whether we want to proceed with their bid as is." She further advised that, "[w]ith regard to [this] option, it might make sense to evaluate Capitol Supply based on the items they listed correctly to see how they rank, but to keep in mind that we evaluate them only on a small portion of their total bid, which might not accurately reflect their competitiveness (in a positive or negative way)." *Id.* "Lastly," she continued, "we can simply eliminate them from the evaluation because they did not provide enough information for us to accurately evaluate their RFQ response and competitiveness." Ms. Seebacher noted parenthetically, "[b]esides, they did not follow instructions in various ways, by proposing items clearly not in scope of this RFQ such as toilet paper dispensers, and by listing a large number of Part numbers incorrectly." *Id.*

In response to the e-mail, the contracting officer made the following determination:

Capitol Supply can be removed from further evaluations. It was incumbent upon them to correctly submit the information that we requested. I did not have to advise them that the part numbers were incorrect. I advised them that after the first 15,003, there [sic] information was incorrect. Therefore, since they did not follow the instructions of the revised pricing structure we can sufficiently defend our case by removing them from further consideration.

AR 3140; see *also* AR 3151.

Although the contracting officer did not articulate it as a part of her rationale, the conclusion that the plaintiff supplied incorrect information in its quote is also supported by the number of out-of scope items in the quote sheet. Ms. Seebacher mentioned this problem in several of her e-mail exchanges with the contracting officer. See, e.g., AR 3141 ("An additional 2,181 items ... are not in the scope of this RFQ (such as Office Furniture items, Break Room supplies, and Janitorial supplies) and thus, will not be included in the price evaluation."). Only later did the true extent of these responsiveness

issues become apparent. According to the Government, 13,092 items in Capitol Supply's Quote Sheet were out of scope. Defendant supplied this information in an appendix to a brief, and concedes that these figures are not contained within the administrative record. While the contracting officer and Ms. Seebacher mentioned the problem of out-of-scope items in their correspondence, it was not a primary reason for the dismissal of Capitol Supply's bid. AR Tab 113. Nor is it for us.

Everything about the cited correspondence exemplifies reasoned decision-making, from the straightforward statement of the alternatives and consideration of their consequences, to the reluctance to make a snap decision. Under the circumstances, plaintiff is hard-pressed to demonstrate that the agency's chosen course of action was either irrational or unreasonable, a necessary predicate for judicial intervention. *Baird Corp.*, 1 Cl. Ct. at 664.

Plaintiff simply disagrees with the course of action chosen by the contracting officer. The RFQ explicitly warned contractors that incomplete quotes would be deemed non-responsive and would not be evaluated. AR 301. Pursuant to the RFQ, the agency was "not obligated to conduct discussions and may eliminate a contractor from consideration or award a BPA without discussions if deemed appropriate." AR 309; CSUF 32. Had the contracting officer entered into discussions with Capitol Supply, she would be obliged to do so with the remaining vendors competing for a BPA. See 48 C.F.R. § 1.602-2(b) (providing for impartial, fair and equitable treatment of bids). For that reason, the contracting officer was wise in "treading very carefully." AR 3049.

The contracting officer also could have sent plaintiff's quotation for evaluation as is. As Ms. Seebacher advised on several different occasions, however, under this approach only a small portion of plaintiff's total bid could be evaluated. See AR 3046, 3050, 3140-41; see also CSUF 29 ("Items that did not match to the SPR Catalog or were not within the scope of the RFQ were not utilized in the price evaluation in any way."). The plaintiff was not entitled to have any portion of its quotation considered unless all items are submitted in the proper form. See RFQ § D.3.3 (AR 304) ("The price submission must address all requirements as partial submissions may be rejected.").

On this point, we agree with the conclusion reached in the GAO protest. Had the agency evaluated the plaintiff's price quote based solely on the data correctly entered, it would "provide a benefit to Capitol Supply that other vendors did not have." *In the Matter of Capitol Supply, Inc.*, B-309999.3, Jan. 22, 2008, 2008 CPD ¶ 35 at 5. First, the contracting officer would have improperly relaxed a mandatory requirement of the RFQ for one contractor and not others. Secondly, in overlooking the strict formatting requirements the agency could give a competitive advantage to a vendor who chooses to "opt out of the baseline evaluation by not providing the proper stripped manufacturer numbers for items in the SPR catalog." *Id.* at 5-6 (recognizing that Capitol Supply could – there is no indication it did – decide which method of identifying items yielded more advantageous price evaluation).

The decision reached is certainly within the “zone of acceptable results,” particularly given that the result provided for in the RFQ. *JWK Int’l Corp. v. United States*, 52 Fed. Cl. 650, 655 n.8 (2002); see *Bowman Transp., Inc. v. Arkansas-Best Freight Sys., Inc.*, 419 U.S. 281, 285-86 (1974) (in reviewing agency decisions, the Court cannot substitute its judgment for that of the agency); see also *R&W Flammann GmbH v. United States*, 339 F.3d 1320, 1322 (Fed. Cir. 2003).

### **CONCLUSION**

In this particular procurement scheme, form was as important as substance in order to provide a means of comparing discounts across a broad spectrum of products and among a large number of participating vendors. As the RFQ stated, “[t]he information requested and the manner of submission is essential to permit prompt evaluation of all quotes on a fair and uniform basis.” RFQ § D.2.2 (AR 301).

There is no question that in submitting its quotations the protestor failed to comply with the specific requirements of the RFQ, in particular the detailed instructions of Amendment 0002. The price evaluation team correctly identified the errors and brought those items to the contracting officer’s attention prior to completing an evaluation. Based on the administrative record, we find that the contracting officer acted within her discretion during the clarification process with Capitol Supply’s principals and in her response to the persistent errors in Capitol Supply’s submission.

The administrative record demonstrates that the contracting officer excluded plaintiff’s quotation from further consideration pursuant to the provisions of the RFQ, and only after a full and fair consideration of relevant factors and alternative courses of action.

**Accordingly, we DENY the plaintiff’s motion to supplement the administrative record in this matter. Furthermore, pursuant to RCFC 52.1(b), we DENY the plaintiff’s motion for judgment on the administrative record and GRANT the defendant’s cross-motion. The Clerk of Court is directed to enter judgment in favor of the defendant.**

**Based upon the Court’s Order at the July 14 Oral Argument, none of the information in this Opinion or in the parties’ briefs, is subject to the Protective Order.**

**IT IS SO ORDERED.**

s/ Lawrence M. Baskir  
LAWRENCE M. BASKIR  
Judge

Attachments (Exhibits A-D)



EXHIBIT B

Writing instruments	Sheaffer Pen	SHF92603	\$ 16.43	\$ 15.28	1		EA	1 EA		-7%	\$ 22.50	
Visual communications & Meeting aids	PANASONIC	PANRROR180	\$ 64.54	\$ 60.02	1		EA	1 EA		-7%	\$ 79.95	
Binding & filing supplies	ANGLER	ANG145610	\$ 7.76	\$ 7.22	1		PK	10PK		-7%	\$ 9.95	
Miscellaneous office supplies	FIVSTR	JAV001157	\$ 8.57	\$ 7.97	1		EA	1 EA		-7%	\$ 9.95	
Paper	AT A GLANCE	AAG7094013	\$ 16.30	\$ 15.16	1		EA	1 EA		-7%	\$ 21.89	
Writing instruments	Paper Mate	PAP70602	\$ 8.94	\$ 8.31	1		OZ	12OZ		-7%	\$ 11.88	
Mailing & shipping supplies	Sparco Products	SPR09658	\$ 52.63	\$ 48.95	1		BX	250/BX		-7%	\$ 74.25	
Miscellaneous office supplies	Products For you	PFYHT1969518	\$ 28.48	\$ 24.63	1		CT	12CT		-7%	\$ 28.00	
Writing instruments	Sheaffer Pen	SHF93045	\$ 16.43	\$ 15.28	1		EA	1 EA		-7%	\$ 22.50	
New toner and inkjet cartridges	BROTHER	BRTLCO4BK	\$ 1,419.23	\$ 1,291.49	75	75 EA - Ink Jet Cartridge for	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRTLCO4C	\$ 1,102.56	\$ 1,003.33	100	100 EA - Ink Jet Cartridge for	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRLTC21BK	\$ 1,032.05	\$ 939.17	50	50 EA - Ink Jet Cartridge for	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRLTC21C	\$ 1,165.38	\$ 1,060.49	100	100 EA - Ink Jet Cartridge for	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRLTC21M	\$ 1,169.23	\$ 1,063.99	100	100 EA - Ink Jet Cartridge for	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRLTC25M	\$ 1,194.87	\$ 1,087.33	100	100 EA - Ink Jet Cartridge for	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRLTC25Y	\$ 1,194.87	\$ 1,087.33	100	100 EA - Ink Jet Cartridge for	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRLTC31BK	\$ 1,480.77	\$ 1,347.50	75	75 EA - Ink Jet Cartridge for	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRLTC41BK	\$ 1,481.73	\$ 1,348.37	75	75 EA - Ink Jet Cartridge for	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRLTC41C	\$ 1,084.62	\$ 987.01	100	100 EA - Ink Jet Cartridge for	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRLTC41HYBK	\$ 1,038.78	\$ 945.29	35	35 EA - Laser Toner, High-	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRLTC51BK	\$ 2,334.94	\$ 2,124.79	125	125 EA - Ink Cartridge for E	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRLTC51C	\$ 2,570.51	\$ 2,339.16	250	250 EA - Ink Cartridge for E	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRTPC201	\$ 1,073.85	\$ 977.20	40	40 EA - Thermal Print Cart	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRTPC401	\$ 1,425.00	\$ 1,296.75	75	75 EA - Thermal Print Cart	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRTTN03BK	\$ 1,562.44	\$ 1,421.82	10	10 EA - Toner Cartridge for	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRTTN04C	\$ 1,675.00	\$ 1,524.25	10	10 EA - Toner Cartridge for	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRTTN04M	\$ 1,685.13	\$ 1,533.47	10	10 EA - Toner Cartridge for	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRTTN250	\$ 1,171.28	\$ 1,065.88	40	40 EA - Toner Cartridge for	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRTTN300HL	\$ 1,103.40	\$ 1,004.06	35	35 EA - Toner Cartridge for	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRTTN700	\$ 1,395.58	\$ 1,269.88	15	15 EA - Toner Cartridge for	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRLTC51M	\$ 2,570.51	\$ 2,339.16	250	250 EA - Ink Cartridge for E	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER INT L (SUPPLIES)	BRT9090	\$ 2,532.05	\$ 2,304.17	250	250 EA - Nylon Ribbon for	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER INT L (SUPPLIES)	BRLTC04BK	\$ 2,286.86	\$ 2,081.04	125	125 EA - Ink Jet Cartridge f	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER INT L (SUPPLIES)	BRLTC04Y	\$ 2,631.41	\$ 2,394.58	250	250 EA - Ink Jet Cartridge f	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER INT L (SUPPLIES)	BRLTC21C	\$ 890.62	\$ 810.47	75	75 EA - Ink Jet Cartridge fo	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER INT L (SUPPLIES)	BRLTC21M	\$ 890.62	\$ 810.47	75	75 EA - Ink Jet Cartridge fo	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER INT L (SUPPLIES)	BRLTC31C	\$ 817.71	\$ 744.12	75	75 EA - Ink Jet Cartridge fo	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER INT L (SUPPLIES)	BRLTC31M	\$ 817.71	\$ 744.12	75	75 EA - Ink Jet Cartridge, M	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER INT L (SUPPLIES)	BRLTC41BK	\$ 781.67	\$ 711.32	40	40 EA - Ink Jet Cartridge fo	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	BROTHER INT L (SUPPLIES)	BRLTC41M	\$ 809.37	\$ 738.52	75	75 EA - Ink Jet Cartridge, F	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPSS189108	\$ 793.75	\$ 722.31	30	30 EA - Ink Jet Cartridge fo	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST005011	\$ 756.94	\$ 688.81	20	20 EA - Ink Cartridge for St	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST013201	\$ 721.88	\$ 656.91	45	45 EA - Ink Cartridge for St	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST018201	\$ 697.92	\$ 635.11	30	30 EA - Ink Cartridge for St	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST020201	\$ 706.25	\$ 642.68	30	30 EA - Ink Cartridge for St	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST032120	\$ 781.25	\$ 710.93	25	25 EA - Ink Cartridge for St	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST032420	\$ 921.87	\$ 838.90	75	75 EA - Ink Cartridge for St	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST034220	\$ 848.96	\$ 772.55	75	75 EA - Ink Jet Cartridge fo	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST034420	\$ 848.96	\$ 772.55	75	75 EA - Ink Jet Cartridge fo	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST034520	\$ 848.96	\$ 772.55	75	75 EA - Ink Jet Cartridge fo	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST034720	\$ 848.96	\$ 772.55	75	75 EA - Ink Jet Cartridge fo	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST036120	\$ 749.37	\$ 681.92	45	45 EA - Ink Jet Printer Cart	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST041020	\$ 703.13	\$ 639.85	25	25 EA - Ink Jet Cartridge fo	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST042320	\$ 921.87	\$ 838.90	75	75 EA - Ink Jet Cartridge fo	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST043120	\$ 855.90	\$ 778.87	25	25 EA - Replacement Ink C	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST044220	\$ 936.46	\$ 852.18	75	75 EA - Replacement Ink C	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST044420	\$ 936.46	\$ 852.18	75	75 EA - Replacement Ink C	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST048120	\$ 702.78	\$ 639.53	40	40 EA - Ink Cartridge for St	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST048220	\$ 921.87	\$ 838.90	75	75 EA - Ink Cartridge for St	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST048420	\$ 921.87	\$ 838.90	75	75 EA - Ink Cartridge for St	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST048620	\$ 921.87	\$ 838.90	75	75 EA - Ink Cartridge for St	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST054220	\$ 708.33	\$ 644.58	50	50 EA - Ink Jet Cartridge fo	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST054420	\$ 708.33	\$ 644.58	50	50 EA - Ink Jet Cartridge fo	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST054820	\$ 708.33	\$ 644.58	50	50 EA - Ink Jet Cartridge fo	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST054920	\$ 708.33	\$ 644.58	50	50 EA - Ink Jet Cartridge fo	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST060220	\$ 921.87	\$ 838.90	75	75 EA - Ink Jet Printer Cart	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST408011	\$ 2,263.46	\$ 2,059.75	30	30 EA - Ink Jet Cartridge fo	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST410011	\$ 2,263.46	\$ 2,059.75	30	30 EA - Ink Jet Cartridge fo	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST411011	\$ 2,263.46	\$ 2,059.75	30	30 EA - Ink Jet Cartridge fo	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	HEWLETT PACKARD - INK SAP	HEW51604A	\$ 2,798.00	\$ 2,546.18	200	200 EA - Print Cartridge for	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	HEWLETT PACKARD - INK SAP	HEWC6958AN	\$ 599.78	\$ 545.78	24	24 EA - No. 58 Print Cartrid	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	HEWLETT PACKARD - INK SAP	HEWC8727AN	\$ 440.17	\$ 400.56	24	24 EA - No. 27 Print Cartrid	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	HEWLETT PACKARD - INK SAP	HEWC8785AN	\$ 479.78	\$ 439.58	24	24 EA - Print Cartridge for	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	HEWLETT PACKARD - INK SAP	HEWC8787AN	\$ 719.16	\$ 654.98	24	24 EA - Print Cartridge for	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	HEWLETT PACKARD - INK SAP	HEW51804A	\$ 1,015.62	\$ 924.22	75	75 EA - Print Cartridge for	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	HEWLETT PACKARD - INK SAP	HEW51826A	\$ 815.97	\$ 742.53	25	25 EA - No. 26 Print Cartrid	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	HEWLETT PACKARD - INK SAP	HEW51641A	\$ 726.39	\$ 661.01	20	20 EA - No. 41 Print Cartrid	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	HEWLETT PACKARD - INK SAP	HEWC18230	\$ 715.28	\$ 650.90	20	20 EA - No. 23 Print Cartrid	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	HEWLETT PACKARD - INK SAP	HEWC4127A	\$ 1,072.92	\$ 976.36	10	10 EA - Black Print Cartrid	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A
New toner and inkjet cartridges	HEWLETT PACKARD - INK SAP	HEWC4127A	\$ 2,689.74	\$ 2,447.86	25	25 EA - Black Print Cartrid	#N/A	#N/A	NO VALUE	NO VALUE	-9%	#N/A

EXHIBIT C

New toner and inkjet cartridges	HEWLETT-PACKARD	HEWC8401A	\$ 1,474.42	\$ 1,341.72	5	EA - Laser Toner Cartridge	#N/A	#N/A	-9%	#N/A
New toner and inkjet cartridges	HEWLETT-PACKARD	HEWC8403A	\$ 1,474.42	\$ 1,341.72	5	EA - Laser Toner Cartridge	#N/A	#N/A	-9%	#N/A
New toner and inkjet cartridges	HEWLETT-PACKARD	HEWQ2812A	\$ 1,130.19	\$ 1,028.48	15	EA - Print Cartridge for	#N/A	#N/A	-9%	#N/A
New toner and inkjet cartridges	HEWLETT-PACKARD	HEWQ2882A	\$ 1,834.36	\$ 1,669.26	10	EA - Print Cartridge for	#N/A	#N/A	-9%	#N/A
New toner and inkjet cartridges	HEWLETT-PACKARD	HEWQ2883A	\$ 1,838.46	\$ 1,673.00	10	EA - Print Cartridge for	#N/A	#N/A	-9%	#N/A
New toner and inkjet cartridges	HEWLETT-PACKARD	HEWQ3994A	\$ 1,924.36	\$ 1,761.16	10	EA - Imaging Drum for C	#N/A	#N/A	-9%	#N/A
New toner and inkjet cartridges	HEWLETT-PACKARD	HEWQ5949A	\$ 1,168.85	\$ 1,063.65	15	EA - Black Print Cartridge	#N/A	#N/A	-9%	#N/A
New toner and inkjet cartridges	HEWLETT-PACKARD - INK SAP	HEWQ5949X	\$ 2,759.23	\$ 2,510.89	20	EA - Black Print Cartridge	#N/A	#N/A	-9%	#N/A
New toner and inkjet cartridges	HEWLETT-PACKARD	HEWQ7560A	\$ 1,514.62	\$ 1,378.31	10	EA - Print Cartridge for	#N/A	#N/A	-9%	#N/A
New toner and inkjet cartridges	HEWLETT-PACKARD	HEWQ7583A	\$ 1,855.51	\$ 1,688.51	10	EA - Print Cartridge for	#N/A	#N/A	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRTE1142	\$ 1,236.35	\$ 1,125.08	15	EA - 2-Year Extended V	#N/A	#N/A	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRTE1392	\$ 1,364.36	\$ 1,241.56	10	EA - Two-Year Extended	#N/A	#N/A	-9%	#N/A
New toner and inkjet cartridges	BROTHER INT L (SUPPLIES)	BRTLC02BK	\$ 2,646.15	\$ 2,408.00	200	200 EA - Ink Jet Cartridge f	#N/A	#N/A	-9%	#N/A
New toner and inkjet cartridges	BROTHER INT L (SUPPLIES)	BRTLC04C	\$ 2,631.41	\$ 2,394.58	250	250 EA - Ink Jet Cartridge f	#N/A	#N/A	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRTLCL1BK	\$ 1,227.31	\$ 1,116.85	30	EA - Black Ink Cartridge	#N/A	#N/A	-9%	#N/A
New toner and inkjet cartridges	BROTHER INT L (SUPPLIES)	BRTLCL21BK	\$ 738.89	\$ 672.39	35	EA - Ink Jet Cartridge fo	#N/A	#N/A	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRTLCL25BK	\$ 1,063.38	\$ 969.49	50	EA - Ink Jet Cartridge fo	#N/A	#N/A	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRTLCL25C	\$ 1,194.87	\$ 1,087.33	100	EA - Ink Jet Cartridge f	#N/A	#N/A	-9%	#N/A
New toner and inkjet cartridges	BROTHER INT L (SUPPLIES)	BRTLCL31Y	\$ 817.71	\$ 744.12	75	EA - Ink Jet Cartridge, M	#N/A	#N/A	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRTLCL31Y	\$ 1,079.49	\$ 982.34	100	EA - Ink Jet Cartridge, M	#N/A	#N/A	-9%	#N/A
New toner and inkjet cartridges	BROTHER INT L (SUPPLIES)	BRTLCL41C	\$ 809.37	\$ 736.52	75	EA - Ink Jet Cartridge fo	#N/A	#N/A	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRTPC101	\$ 1,193.08	\$ 1,085.70	30	EA - Thermal Print Cart	#N/A	#N/A	-9%	#N/A
New toner and inkjet cartridges	BROTHER	BRTPC301	\$ 1,521.15	\$ 1,384.25	75	EA - Thermal Print Cartridge Ribbon for Plain Paper Fax MFC-970MC, PPF 750 & others				
New toner and inkjet cartridges	BROTHER	BRTTN03M	\$ 1,559.49	\$ 1,419.14	10	EA - Toner Cartridge for BROTHER Color Laser Printer HL2600CN, Magenta				
New toner and inkjet cartridges	BROTHER	BRTTN03Y	\$ 1,559.49	\$ 1,419.14	10	EA - Toner Cartridge for BROTHER Color Laser Printer HL2600CN, Yellow				
New toner and inkjet cartridges	BROTHER	BRTTN200HL	\$ 1,097.12	\$ 998.38	35	EA - Toner Cartridge for Brother HL-720, 730DX, 730+ 760, 760+ and others				
New toner and inkjet cartridges	BROTHER INT L (SUPPLIES)	BRTTN250	\$ 703.13	\$ 639.85	25	EA - Toner Cartridge for Fax Models DCP-1000				
New toner and inkjet cartridges	BROTHER INT L (SUPPLIES)	BRTTN5000PF	\$ 703.13	\$ 639.85	25	EA - Toner Cartridge for Brother Fax Models, Black				
New toner and inkjet cartridges	BROTHER INT L (SUPPLIES)	BRTTN5000PF	\$ 2,858.97	\$ 2,601.66	100	EA - Toner Cartridge for Brother Fax Models, Black				
New toner and inkjet cartridges	BROTHER	BRTTN5000PF	\$ 1,048.21	\$ 953.88	35	EA - Toner Cartridge for Brother Fax Models, Black				
New toner and inkjet cartridges	CANON USA - DIGITAL CAMERAS	CNMBCH6BK	\$ 827.28	\$ 752.82	72	EA - Replacement Ink Tank BCI-6 for S800, S900, S9000, BJC-8200, & Others, Black				
New toner and inkjet cartridges	CANON USA - DIGITAL CAMERAS	CNMBCI6Y	\$ 827.28	\$ 752.82	72	EA - Replacement Ink Tank BCI-6 for S800, S900, S9000, BJC-8200, & Others, Yellow				
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST048320	\$ 921.87	\$ 838.9	75	EA - Ink Cartridge for Stylus Photo R200, R300, R300M, R320, R3500, & Others, Magenta				
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST7763	\$ 2,607.69	\$ 2,372.99	100	EA - 4-Color Nylon Ribbon for Epson LQ860/2500/2550 Printers				
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPSS187093	\$ 809.37	\$ 736.52	35	EA - Ink Jet Cartridge for Stylus Color 400, 440, 600, 640, & Others, Black				
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST003012	\$ 2,424.23	\$ 2,206.04	45	EA - Ink Cartridge for Stylus Color 900, 900G, 900N, 960, 980N, Black, 2/PK				
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST032320	\$ 921.87	\$ 838.9	75	EA - Ink Cartridge for Stylus Color 80, 80N, 80WN, Magenta				
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST034120	\$ 848.96	\$ 772.55	75	EA - Ink Cartridge for Epson Stylus Photo 2200, Black				
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST034620	\$ 848.96	\$ 772.55	75	EA - Ink Jet Cartridge for Epson Stylus Photo 2200, Light Magenta				
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST042220	\$ 921.87	\$ 838.9	75	EA - Ink Jet Cartridge for Stylus Color 82, CX5200, CX5400, Cyan				
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST044120	\$ 707.92	\$ 644.21	30	EA - Replacement Ink Cartridge for Stylus Color C84, C86, C84, C86, & Others, Black				
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST044320	\$ 936.46	\$ 852.18	75	EA - Replacement Ink Cartridge for Stylus Color C84, C86, C84, C86, & Others, Magenta				
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST054120	\$ 708.33	\$ 644.58	50	EA - Ink Jet Cartridge for Stylus Photo R800, R1800 Printer, Black				
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST054320	\$ 708.33	\$ 644.58	50	EA - Ink Jet Cartridge for Stylus Photo R800, R1800 Printer, Magenta				
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST060420	\$ 921.87	\$ 838.9	75	EA - Ink Jet Printer Cartridges, Stylus Color Color C88, CX3800, CX3810, Yellow				
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST407011	\$ 2,263.46	\$ 2,059.75	30	EA - Ink Jet Cartridge for Stylus Pro 9000, Black				
New toner and inkjet cartridges	EPSON - PHOTO PRINTERS	EPST412011	\$ 2,263.46	\$ 2,059.75	30	EA - Ink Jet Cartridge for Stylus Pro 9000, Light Cyan				
New toner and inkjet cartridges	IBM	IBM1053885	\$ 2,790.38	\$ 2,539.24	75	EA - Nylon Ribbon for IBM 4247 Printer				
New toner and inkjet cartridges	IBM	IBM53P7707	\$ 3,158.27	\$ 2,874.02	15	EA - High-Yield Toner Cartridge for IBM Infoprint 1222, Black				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX10B032K	\$ 2,408.59	\$ 2,191.82	10	EA - Toner Cartridge for Lexmark C750, Black				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX10B041M	\$ 257.73	\$ 2342.08	10	EA - Toner Cartridge for Lexmark C750, Return Program, 6K, Magenta				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX10B042C	\$ 4342.31	\$ 3,951.5	10	EA - High-Yield Toner Cartridge for Lexmark C750, Return Program, 15K, Cyan				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX10E0040	\$ 3,289.48	\$ 2,993.44	10	EA - Toner Cartridge for Lexmark Optra C710, Cyan				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX10E0042	\$ 3,289.48	\$ 2,993.44	10	EA - Toner Cartridge for Lexmark Optra C710, Yellow				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX10N0016	\$ 1,535.52	\$ 1,397.32	48	EA - Ink Cartridge for Color Jetprinter X75, X1150, and others, Black				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX10N0016	\$ 781.25	\$ 710.93	25	EA - Ink Cartridge for Color Jetprinter X75, X1150, and others, Black				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX10N0217	\$ 726.74	\$ 661.33	35	EA - Ink Cartridge for Color Jetprinter Z2250, Z515, and others, Black				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX12A1970	\$ 1,535.52	\$ 1,397.32	48	EA - Ink Cartridge for Color Jetprinter X63, Z42, and others, Black				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX12A1970	\$ 832.99	\$ 758.02	25	EA - Ink Cartridge for Color Jetprinter X63, Z42, and others, Black				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX12A1980	\$ 776.39	\$ 706.51	20	EA - Ink Cartridge for Color Jetprinter Z11, 3200, 5700, and others, Color				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX12A7400	\$ 1,062.5	\$ 966.88	10	EA - Print Cartridge for Lexmark E321, E323, Return Program, 3K, Black				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX12A7400	\$ 2,580.77	\$ 2,348.5	25	EA - Print Cartridge for Lexmark E321, E323, Return Program, 3K, Black				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX1361754	\$ 2,236.54	\$ 2,035.25	25	EA - Toner Cartridge for Lexmark Optra SC, Yellow				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX1380950	\$ 3,454.62	\$ 3,143.71	10	EA - High-Yield Toner Cartridge for IBM 4039 Pageprinter, Black				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX20G0100	\$ 2,226.15	\$ 2,025.8	3	EA - T640 Laser Printer				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX1382760	\$ 2,774.62	\$ 2,524.91	20	EA - Toner Cartridge for IBM 4037 Pageprinter, Black				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX140109X	\$ 2,476.35	\$ 2,253.48	15	EA - Long Life Toner Cartridge for Compatible HP LaserJet 8000/55/55SIMX/NX Series				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX14K0050	\$ 3,096.73	\$ 2,818.02	15	EA - Print Cartridge for Lexmark W812, 12K, Black				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX15G042Y	\$ 2,202.12	\$ 2,003.93	5	EA - High-Yield Print Cartridge for Lexmark C752L, Return Program, Yellow				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX15W0902	\$ 3,241.35	\$ 2,949.63	15	EA - Toner Cartridge for Lexmark Optra C720, Yellow				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX15W0904	\$ 2,725.19	\$ 2,479.92	15	EA - Photodeveloper Kit for Lexmark Optra C720				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX15W0918	\$ 2,710.58	\$ 2,466.63	75	EA - Transfer Kit for Lexmark C720				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX17G0152	\$ 1,385.42	\$ 1,260.73	10	EA - Print Cartridge for Lexmark Optra M410, M412, 5K, Black				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX17G0152	\$ 1,745.9	\$ 1,598.77	20	EA - Print Cartridge for Lexmark Optra M410, M412, 5K, Black				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX18L0032	\$ 1,535.52	\$ 1,397.32	48	EA - Ink Cartridge for Color Jetprinters Z55, Z65 Series, X5150, & Others, Black				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEX18L0032	\$ 805.96	\$ 733.06	25	EA - Ink Cartridge for Color Jetprinters Z55, Z65 Series, X5150, & Others, Black				
New toner and inkjet cartridges	LEXMARK DOT MATRIX	LEXW84030H	\$ 2,725.19	\$ 2,479.92	15	EA - Photoconductor Kit for Lexmark W840				
New toner and inkjet cartridges	MINOLTA	MNL8932702	\$ 1,084.87	\$ 987.23	10	EA - Copier Toner Cartridge for Minolta 5050, 6000 (Type 601A), Black				
New toner and inkjet cartridges	OKIDATA SUPPLIES	OKI52103601	\$ 727.43	\$ 661.96	25	EA - Nylon Ribbon for Okidata Microline 393/393C+/395/395C Printers				
New toner and inkjet cartridges	OKIDATA SUPPLIES	OKI40629302	\$ 2,758.65	\$ 2,510.37	75	EA - Black Nylon Ribbon for Okidata Pagemark 4410 Printer				
New toner and inkjet cartridges	OKIDATA SUPPLIES	OKI52107201	\$ 781.25	\$ 710.93	30	EA - Toner Cartridge for Okidata OL400e, 410e, 810e, Okipage 6e, 6ex & Others, Black				



EXHIBIT D

Writing instruments	EBERHARD FABER	SAN69000	243.88	226.81	144 144 EA - uni-ball® VISION ELITE™ Roller Ball Pen, Super Fine, 0.5mm Point, Black Ink
Miscellaneous office supplies	GENERAL MILLS	AVT78075	239.67	222.89	3 3 EA - "Keys to Success" Poster, 24"x30" Black Frame Included
Binding & filing supplies	RUBBERMAID	RUB85827	67.96	63.2	4 4 EA - SimpLIFE® Letter/Legal File Tote, Cobalt Blue, Clear Lid
Miscellaneous office supplies	ENERGIZER	EVE522P4	1972.97	1834.86	125 125 PK - Energizer® 3V Alkaline Batteries, 4 per Pack
Binding & filing supplies	EVERY	AVE1411	258.9	240.78	10 10 PK - Index Maker® White Dividers, Blue 8-Tab Style, w/Clear Labels, 5 Sets/PK
Computer Accessories	FELLOWES	FEL93786	1165.13	1083.57	20 20 EA - Standard Filter for 19"-21" Monitor Screen, Antiglare, Traditional Tint, Black
Paper	EVERY	AVE8877	124.65	116.2	5 5 BX OF 400 (EA) - Clean Edge Ink Jet Business Cards, 2 x 3-1/2, White, 400/Box
Binding & filing supplies	EVERY	AVE79699	86.28	80.24	12 12 EA - Nonstick Heavy-Duty EZD® Reference View Binder, 1" Capacity, Black
Binding & filing supplies	EVERY	AVE11418	212.9	198	10 10 PK - Index Maker® White Dividers, Multicolor 5-Tab Style, w/Clear Labels, 5 Sets/PK
Miscellaneous office supplies	BROTHER INT L (SUPPLIES)	BRT402	2693.91	2505.34	125 125 EA - Prestige Elite 10/12-Pitch Daisywheel for Brother Typewriters, Word Processors
Computer Accessories	3M - OPTICAL SYSTEMS DIVISION	MMMEF200XLB	1060.77	986.52	10 10 EA - Executive Flat Frame Monitor Filter, 16"-19" CRT, Antradr./stato/glare, Black
Paper	EPSON - PHOTO PRINTERS	EPSS04156	2747.44	2555.12	100 100 PK - Ink Jet Photo Paper, B Size (11 x 17), 20 Sheets/Pack
Computer Accessories	3M - OPTICAL SYSTEMS DIVISION	MMMPF190	1211.03	1126.26	10 10 EA - Notebook/LCD Privacy Monitor Filter for 19" Notebook/LCD Monitor
Binding & filing supplies	SMEAD	SMD12043	79.95	74.35	5 5 BX OF 100 (EA) - File Folders, Single-Ply Top, 1/3 Cut, Letter, Blue, 100/Box
Miscellaneous office supplies	PLANTRONICS	PLNH61	1271.35	1182.36	15 15 EA - Supra® Binaural High-Performance Headset with Clear Voice Tube
Mailing & shipping supplies	QUALITY PARK	QUA46697	1761.08	1637.8	45 45 CT OF 1000 (EA) - Full-Print Front Self-Adhesive Packing List Envelopes, Bright Orange, 1,000/CT
Miscellaneous office supplies	BROTHER	BRTT2345	1350	1255.5	75 75 EA - P-Touch® TZ Tape Cartridge, TZ Standard Laminated Tape, White on Black, 3/4"W
Drawing & graphic arts supplies	3M - OPTICAL SYSTEMS DIVISION	MMM7L	189.82	176.53	10 10 EA - Super 77 Adhesive Spray, Aerosol, 24 oz, Clear
Writing instruments	EBERHARD FABER	SAN60054	1164.63	1083.11	864 864 EA - uni-ball® DELUXE Roller Ball Pen, 0.7mm, Metallic Champagne Barrel, Red Ink
Miscellaneous office supplies	GENERAL MILLS	AVT78028	239.67	222.89	3 3 EA - Motivational Poster "Teamwork", 30"x24", Black Frame
Computer media	SONY DIGITAL STILL CAMERA ACCESSORI	SONSDX135C	1150.77	1070.22	20 20 EA - AIT 1.5, 8 Millimeter Data Cartridge, 35GB
Computer Accessories	Compucessory	CCS24300	188.05	174.89	41 41 EA - Air Duster Cleaner, 3-1/2 Oz
Miscellaneous office supplies	PLANTRONICS	PLNH351N	1151.92	1071.29	15 15 EA - SupraPlus SL H351N Headset with Noise Canceling Microphone
Computer media	HEWLETT PACKARD - INK SAP	HEWC5718A	2153.46	2002.72	150 150 EA - Data Tape, 4MM, DDS-4, 150M, 20GB
Writing instruments	FOOHEY	SAN44002	157.86	146.81	72 72 EA - Sharpie® Magnum® Permanent Marker, 1/2" Wool Nib, Red Ink
Paper	KODAK	KOD1231349	1253.85	1166.08	75 75 EA - EasyShare Color Cartridge and Photo Paper Kit, 40 x 4 x 6 Color Picture Capacity
Miscellaneous office supplies	IMATION	IMN18406	1064.1	989.61	50 50 EA - Portable USB 2.0 Pivot Flash Drive, 256MB
Miscellaneous office supplies	KIMBERLY-CLARK		9335	52.61	1 1 EA - In-Sight The Protector Center-Pull Towel Dispenser, Translucent Smoke
Miscellaneous office supplies	SUNCAST	A01B37C03	1705.75	1586.35	1 1 EA - 10' Storage Buildings, 125-1/8w x 152-1/8d x 115h, Taupe/Bronze
New toner and inkjet cartridges	INNOVERA		3011	5.78	1 1 EA - Replacement Ink Jet Cartridge, Replaces Epson T003011, Black
New toner and inkjet cartridges	INNOVERA		5011	6.36	1 1 EA - Replacement Ink Jet Cartridge, Replaces Epson T005011, Color
New toner and inkjet cartridges	RICOH		412672	83.13	1 1 EA - Toner Cartridge, AC104, Ricoh Type 1175, 3500 pgs, Black
New toner and inkjet cartridges	RICOH		412672	2216.99	25 25 EA - Toner Cartridge, AC104, Ricoh Type 1175, 3500 pgs, Black
Drawing & graphic arts supplies	AMERAC	39173Y	35.05	32.6	1 1 EA - Ceramic Gloss Glaze, Low Fire, Cone 05-06, Clear, Gallon Container
Drawing & graphic arts supplies	AMERAC	39189R	134.59	125.17	1 1 CT OF 12 (PK) - Crystallux Glaze Glass Pack, 12 Assorted Color Pint Jars per Carton
Drawing & graphic arts supplies	AMERAC	39192V	73.19	68.07	1 1 CT OF 12 (PK) - Ceramic Gloss Glaze Glass Six-Pack, 6 Assorted Color Prints per Carton
Drawing & graphic arts supplies	AMERAC	39193W	123.44	114.8	1 1 CT OF 12 (PK) - Ceramic Gloss Glaze Glass 12-Pack #1, 12 Assorted Color Prints per Carton
Drawing & graphic arts supplies	AMERAC	39194X	123.44	114.8	1 1 CT OF 12 (PK) - Ceramic Gloss Glaze Glass 12-Pack #2, 12 Assorted Color Prints per Carton
Drawing & graphic arts supplies	AMERAC	39196Z	129.6	120.53	1 1 CT OF 12 (PK) - Ceramic Matte Glaze Glass Pack, 12 Assorted Color Pint Jars per Carton
Drawing & graphic arts supplies	AMERAC	41203F	45.94	42.72	1 1 PK - Liquid Underglaze Decorating Color 12-Pack #2, 12 Assorted 2-oz. oz. Jars/ Carton
Drawing & graphic arts supplies	AMERAC	41811R	20.16	18.75	1 1 PK - Claycrete® Instant Papier-Mâché, 5-lbs.
Drawing & graphic arts supplies	AMERAC	41812S	65.78	61.18	1 1 PK - Claycrete® Instant Papier-Mâché Modeling Compound, White, 20-lbs.
Drawing & graphic arts supplies	AMERAC	41822D	41.23	38.34	1 1 PK - Sculptamol® White Modeling Compound, 25 lb. Package
Drawing & graphic arts supplies	AMERAC	45015Y	39.51	36.74	1 1 PK - No. 25 Moist White Art Clay, 50 lbs. per Pack
Drawing & graphic arts supplies	AMERAC	45030R	39.26	36.51	1 1 PK - No. 20 Moist White Versa Clay, 50 lbs. per Pack
Drawing & graphic arts supplies	AMERAC	45083X	37.88	35.23	1 1 PK - No. 46 Moist No-Sulfur Buff Firing Clay, 50 lbs. per Pack
Drawing & graphic arts supplies	AMERAC	45131A	39.12	36.38	1 1 PK - No. 67 Moist Indian Red Firing Clay, 50 lbs. per Pack
Drawing & graphic arts supplies	AMERAC	47396W	10.83	10.07	1 1 PK - Marblex™ Self-Hardening Gray Clay, 5 lbs.
Drawing & graphic arts supplies	AMERAC	47340B	34.97	32.52	1 1 PK - Marblex™ Self-Hardening Gray Clay, 25 lbs.
Drawing & graphic arts supplies	AMERAC	48652C	10.83	10.07	1 1 PK - Mexican Pottery Clay, Self-Hardening, Red Color, 5 lbs.
Drawing & graphic arts supplies	AMERAC	48653D	34.97	32.52	1 1 PK - Mexican Pottery Clay™, Self-Hardening, Rich Red, 25 lb. Pack
Drawing & graphic arts supplies	AMERAC	52761T	10.86	10.1	1 1 PK - White Casting Compound, 5-lb. Package
Drawing & graphic arts supplies	AMERAC	91121P	2.21	2.06	1 1 PK - Plast-i-Clay® Non-Hardening Modeling Clay, 1-lb. Pack, Red
Drawing & graphic arts supplies	AMERAC	91122B	2.21	2.06	1 1 PK - Plast-i-Clay® Non-Hardening Modeling Clay, 1-lb. Pack, Gray
Drawing & graphic arts supplies	AMERAC	91123R	2.21	2.06	1 1 PK - Plast-i-Clay® Non-Hardening Modeling Clay, 1-lb. Pack, Green
Drawing & graphic arts supplies	AMERAC	91124S	2.21	2.06	1 1 PK - Plast-i-Clay® Non-Hardening Modeling Clay, 1-lb. Pack, Brown
Drawing & graphic arts supplies	AMERAC	91125T	2.21	2.06	1 1 PK - Plast-i-Clay® Non-Hardening Modeling Clay, 1-lb. Pack, Yellow
Drawing & graphic arts supplies	AMERAC	91126E	2.21	2.06	1 1 PK - Plast-i-Clay® Non-Hardening Modeling Clay, 1-lb. Pack, Blue
Drawing & graphic arts supplies	AMERAC	91180D	2.21	2.06	1 1 PK - Plast-i-Clay® Non-Hardening Modeling Clay, 1-lb. Pack, Red/Blue/Yellow/Green
Drawing & graphic arts supplies	AMERAC	91181E	2.21	2.06	1 1 PK - Plast-i-Clay® Non-Hardening Modeling Clay, 1-lb. Pack, Red/Gray/Green/Brown
Miscellaneous office supplies	AT A GLANCE		707000	589.3	1 1 DY - DISPLAY_CNTR_FSHN_APPT_BK
Miscellaneous office supplies	AT A GLANCE		707300	541.06	1 1 DY - DISPLAY_CNTR_FSHN_APPT_BK
Miscellaneous office supplies	AT A GLANCE		7010900	867.14	1 1 DY - DISPLAY_CNTR_CLSIC_APPT_BK
Miscellaneous office supplies	AT A GLANCE		7028400	210.66	1 1 DY - DISPLAY_800_RANGE
Miscellaneous office supplies	AT A GLANCE		70MTDP0005	290.6	1 1 DY - DISPLAY_ACAD_GEO_APPT_BK
Miscellaneous office supplies	AT A GLANCE		CA30010	524.55	1 1 DY - DISPLAY_ACADEMIC_YR_ASST
Miscellaneous office supplies	AT A GLANCE		GS30010	620.13	1 1 DY - DISPLAY_CNTR_DAYMINDER
Miscellaneous office supplies	AT A GLANCE		WC19910	1020.26	1 1 DY - DISPLAY_FLR_DESKWALL_PD
Miscellaneous office supplies	CARDNL	1500C	12.12	11.27	1 1 PK - FORM_HLTH_INS_CONT_2PT100
Miscellaneous office supplies	CARDNL	1500L	18.27	16.99	1 1 CT OF 500 (EA) - FORM_HLTH_INS_CLAM_LSR500
Miscellaneous office supplies	CARDNL		9013	7.42	1 1 PK - FORM_BILL_LAD_3PT_50PK
Miscellaneous office supplies	CARDNL		9287	6.94	1 1 PK - FOLDER_EMPLOYEE_20PK
Miscellaneous office supplies	CARDNL	9711NEON	6.39	5.94	1 1 PK - Message Pad "While You Where Out" 5"x4", Neon Assorted Colors
Miscellaneous office supplies	CARDNL	S8786	6.17	5.74	1 1 EA - BOOK_VOICE_MAIL_LOG_8UP
Miscellaneous office supplies	CARDNL	SC1157	6.09	5.66	1 1 EA - BOOK_MEMO_CARBLEES_2PT_100
Miscellaneous office supplies	CARDNL	SC1187D	8.68	8.07	1 1 EA - BOOK_PHONE_MESSAGE_400ST
Miscellaneous office supplies	ACCO		11038	3.85	1 1 EA - Pressboard Report Cover, Reinforced Hinges, 5-1/2 x 8-1/2, 2-3/4" C to C, Red
Miscellaneous office supplies	ACCO		12983	3.24	1 1 BX OF 100 (EA) - FASTENER_PRONG_BASE_2_IN
Binding & filing supplies	ACCO		15642	36.03	1 1 BX OF 10 (EA) - Prestex® ColorLife® Classification Folders, Letter, 4-Sect., Light Blue, 10/Bx
Binding & filing supplies	ACCO		15649	36.03	1 1 BX OF 10 (EA) - Prestex® ColorLife® Classification Folders, Letter, 4-Sect., Exec. Red, 10/Bx

Binding & filing supplies	ACCO	15662	43.72	40.66	1 1 BX OF 10 (EA) - Presstex® ColorLife® Classification Folders, Letter, 6-Sect, Light Blue, 10/Bx
Binding & filing supplies	ACCO	15995	57.08	53.08	1 1 BX OF 10 (EA) - Six-Section Classification Folders, Spring Fasteners, Letter, Earth Red, 10/Bx
Binding & filing supplies	ACCO	16995	60.15	55.94	1 1 BX OF 10 (EA) - Six-Section Classification Folders, Spring Fasteners, Legal, Earth Red, 10/Bx
Miscellaneous office supplies	ACCO	17921	2.48	2.31	1 1 EA - Pressboard Report Cover, Reinforced Hinges, 8-1/2 x 11, 2-3/4" C to C, Black
Miscellaneous office supplies	ACCO	18928	4.39	4.08	1 1 EA - Pressboard Report Cover with Spring-Style Fastener, 8-1/2 x 11, Earth Red
Miscellaneous office supplies	ACCO	19921	3.17	2.95	1 1 EA - Pressboard Report Cover, Reinforced Hinges, 8-1/2 x 14, 2-3/4" C to C, Black
Miscellaneous office supplies	ACCO	25011	3.4	3.16	1 1 EA - COVER,PRSTX WNDW RPRT, BK
Miscellaneous office supplies	ACCO	25012	3.28	3.05	1 1 EA - COVER,PRSTX WNDW RPRT, LBE
Miscellaneous office supplies	ACCO	25075	2.52	2.34	1 1 EA - Presstex® Report Cover, Reinforced Hinges, 11x8-1/2, 8-1/2" C to C, Light Green
Miscellaneous office supplies	ACCO	25077	2.28	2.12	1 1 EA - Presstex® Report Cover, Reinforced Hinges, 11 x 8-1/2, 8-1/2" C to C, Tangerine
Miscellaneous office supplies	ACCO	26101	9.08	8.44	1 1 PK - Clear Front Report Covers, Prong Fastener, 1/2" Cap, Black Vinyl Back, 10/Pk
Miscellaneous office supplies	ACCO	26102	9.08	8.44	1 1 PK - Clear Front Report Covers, Prong Fastener, 1/2" Cap, Blue Vinyl Back, 10/Pk
Miscellaneous office supplies	ACCO	26109	9.08	8.44	1 1 PK - Clear Front Report Covers, Prong Fastener, 1/2" Cap, Red Vinyl Back, 10/Pk
Miscellaneous office supplies	ACCO	30071	4.57	4.25	1 1 EA - Presstex® Report Cover, Reinforced Hinges, 14 x 8-1/2, 8-1/2" C to C, Black
Miscellaneous office supplies	ACCO	32038	3.69	3.43	1 1 EA - Pressboard Report Cover, Reinforced Hinges, 8-1/2 x 7, 2-3/4" C to C, Red
Miscellaneous office supplies	ACCO	36251	3.97	3.69	1 1 EA - Frosted Front, Report Cover with Prong Fastener, 3 Cap, Black ACCOHIDE® Back
Miscellaneous office supplies	ACCO	36253	3.97	3.69	1 1 EA - Frosted Front, Report Cover with Prong Fastener, 3 Cap, Blue ACCOHIDE® Back
Miscellaneous office supplies	ACCO	36048	3.69	3.43	1 1 EA - COVER,REP 20PT, 7x8.5, RD
Binding & filing supplies	ACCO	38600	3.57	3.32	1 1 EA - Recycled Presstex® Round Ring Binder, 1/2" Capacity, Yellow
Binding & filing supplies	ACCO	38601	3.57	3.32	1 1 EA - Recycled Presstex® Round Ring Binder, 1/2" Capacity, Black
Binding & filing supplies	ACCO	38606	3.57	3.32	1 1 EA - Recycled Presstex® Round Ring Binder, 1/2" Capacity, Dark Green
Binding & filing supplies	ACCO	39701	2.45	2.28	1 1 EA - ACCOHIDE® Poly Ring Binder, 23-Pt, Cover, 1/2" Capacity, Black
Binding & filing supplies	ACCO	39706	2.45	2.28	1 1 EA - ACCOHIDE® Poly Ring Binder, 23-Pt, Cover, 1/2" Capacity, Forest Green
Binding & filing supplies	ACCO	39709	2.45	2.28	1 1 EA - ACCOHIDE® Poly Ring Binder, 23-Pt, Cover, 1/2" Capacity, Executive Red
Binding & filing supplies	ACCO	40023	1.35	1.26	1 1 EA - Snapper™ Twn Pocket Poly Folder for 3-Ring Binders, Letter Size, Assorted
Miscellaneous office supplies	ACCO	50126	6.47	6.02	1 1 EA - HANDLE,FHANG BNDR,17" BK
Miscellaneous office supplies	ACCO	50129	6.87	6.39	1 1 EA - HANDLE,FHANG BNDR,14" BK
Binding & filing supplies	ACCO	53114	4.48	4.17	1 1 EA - Pressboard Data Binder for 9-1/2 x 11 Sheets, Retractable Hooks, Light Gray
Binding & filing supplies	ACCO	54082	6.48	6.48	1 1 EA - Data Binder, 10.8 x 11, for unbund forms, Light Blue
Binding & filing supplies	ACCO	54252	6.52	6.06	1 1 EA - Pressboard Hanging Data Binder for 11 x 8-1/2 Burst Sheets, Light Blue
Miscellaneous office supplies	ACCO	70010	6.11	5.68	1 1 BX OF 100 (EA) - Self-Adhesive Paper Fasteners, 2-3/4" Ctr to Ctr, 1" Capacity, 100/Bx
Miscellaneous office supplies	ACCO	72541	1.59	1.48	1 1 BX OF 150 (EA) - CLIP,1" NYLON RD,WE,ABE
Miscellaneous office supplies	ACCO	72580	6.54	6.08	1 1 PK - Smooth Finish Economy Paper Clips, Jumbo Size, 100/BX, 10 BX/PK
Miscellaneous office supplies	ACCO	72585	11.04	10.27	1 1 PK - Nonskid Finish Econ. Paper Clips, Jumbo Size, 100/BX, 10 BX/PK
Miscellaneous office supplies	WESTCOTT	10013	17.34	16.13	1 1 BX OF 18 (EA) - Cold-eeze Pain Relievers, 18 Tablets per Box
Miscellaneous office supplies	WESTCOTT	10253	14.19	13.2	1 1 EA - Hot Forged Carbon Steel Office Shears, BlackEnamel Handles, 5-5/8" Cut, 10" Long
Miscellaneous office supplies	WESTCOTT	10257	12.51	11.63	1 1 EA - Hot Forged Carbon Steel Straight Shears, 3-7/8" Cut, 8" Long
Miscellaneous office supplies	WESTCOTT	10258	8.15	7.58	1 1 EA - Hot Forged Carbon Steel Straight Shears, Black Handles, 2-3/8" Cut, 6" Long
Miscellaneous office supplies	WESTCOTT	10663	13.87	12.9	1 1 EA - Gallena® Hot Forged Carbon Steel Shears, Blue Handles, 4-1/4" Cut, 8" Long
Miscellaneous office supplies	WESTCOTT	10665	13.87	12.9	1 1 EA - Gallena® Hot Forged Carbon Steel Shears, Plum Handles, 4-1/4" Cut, 8" Long
Miscellaneous office supplies	WESTCOTT	10669	13.87	12.9	1 1 EA - Gallena® Hot Forged Carbon Steel Shears, Teal Handles, 4-1/4" Cut, 8" Long
Miscellaneous office supplies	WESTCOTT	12302	9.32	8.67	1 1 BX OF 6 (EA) - Adhesive Tape Rolls, 1/2" x 10 Yards, 6 Rolls per Box
Miscellaneous office supplies	WESTCOTT	12304	3.85	3.58	1 1 EA - Eyewash Refill, 4 oz.
Miscellaneous office supplies	WESTCOTT	12943	6.43	5.98	1 1 BX OF 40 (EA) - Fingertip Bandages, Refill, 40 Bandages per Box
Miscellaneous office supplies	WESTCOTT	12944	3.53	3.28	1 1 BX OF 10 (EA) - Antibiotic Ointment, Refill, 10 Tubes per Box
Miscellaneous office supplies	WESTCOTT	13248	25.44	23.66	1 1 BX OF 50 (PK) - Extra-Strength Excedrin, 2/Pack, 50 Packs per Box
Miscellaneous office supplies	WESTCOTT	13367	28.44	26.45	1 1 BX OF 50 (PK) - Motrin IB, 2/Pack, 50 Packs per Box
Miscellaneous office supplies	WESTCOTT	14302	263.23	244.8	1 1 EA - Industrial First Aid Station for Up to 100 People, 15w x 5-1/2d x 21-7/8h
Miscellaneous office supplies	WESTCOTT	14303	202.76	188.57	1 1 EA - Industrial First Aid Station for over 50 People, 14-3/4w x 4-5/8d x 10-1/4h
Miscellaneous office supplies	WESTCOTT	51002	6.03	5.61	1 1 BX OF 10 (EA) - Sting Relief Wipes, Refill, 10 per Box
Miscellaneous office supplies	WESTCOTT	51003	3.3	3.07	1 1 BX OF 10 (EA) - Non-Adhesive Bandages, Refill, 2 x 3, 10 Bandages per Box
Miscellaneous office supplies	WESTCOTT	51004	3.53	3.28	1 1 BX OF 10 (EA) - Non-Adhesive Bandages, Refill, 3 x 4, 10 Bandages per Box
Miscellaneous office supplies	WESTCOTT	51005	2.47	2.3	1 1 BX OF 16 (EA) - Plastic Adhesive Bandages, Refill, 1 x 3, 16 Bandages per Box
Miscellaneous office supplies	WESTCOTT	51007	4.87	4.53	1 1 BX OF 50 (EA) - Plastic Adhesive Bandages, 3/4 x 3, 50 Bandages per Box
Miscellaneous office supplies	WESTCOTT	51008	3.73	3.47	1 1 BX OF 6 (EA) - Fabric Adhesive Bandages, 2-1/4 x 3-1/2, 6 Bandages per Box
Miscellaneous office supplies	WESTCOTT	51009	3.44	3.2	1 1 BX OF 8 (EA) - Large Fingertip Bandages, 8 Bandages per Box
Miscellaneous office supplies	WESTCOTT	51010	3.1	2.88	1 1 BX OF 8 (EA) - Knuckle Bandages, 8 Bandages per Box
Miscellaneous office supplies	WESTCOTT	51012	2.96	2.75	1 1 BX - Triangle Bandage, 1 Bandage per Box
Miscellaneous office supplies	WESTCOTT	51013	1.71	1.59	1 1 BX - Cold Pack, 1 per Box
Miscellaneous office supplies	WESTCOTT	51015	4.16	3.87	1 1 BX OF 4 (EA) - Eye Patch, 2 x 3, Four Patches per Box
Miscellaneous office supplies	WESTCOTT	51017	5.61	5.22	1 1 BX OF 2 (EA) - 2" Conforming Gauze, 2 Pads per Box
Miscellaneous office supplies	WESTCOTT	51018	5.74	5.34	1 1 BX - Gauze Roll, One 4", 1 Roll per Box
Miscellaneous office supplies	WESTCOTT	51021	34.89	32.26	1 1 BX OF 250 (PK) - Antacid Tablets, 2 Tablets per Pack, 250 Packs per Box
Miscellaneous office supplies	WESTCOTT	51023	5.19	4.83	1 1 BX OF 50 (EA) - Iodine Pads, 50 Pads per Box
Miscellaneous office supplies	WESTCOTT	51024	13.28	12.35	1 1 BX OF 16 (EA) - Pamprin Tablets, 16 Tablets per Box
Miscellaneous office supplies	WESTCOTT	90018	119.15	110.81	1 1 EA - First Aid Station, Office/Warehouse, 10-1/4w x 3d x 9-3/4h
Miscellaneous office supplies	ACROPRINT	ATRXBIO1000	1322.32	1229.76	1 1 EA - ATRx Biometric 1000 Time Clock for Up to 50 Employees
Miscellaneous office supplies	ADLER	900221	5.4	5.02	1 1 BX OF 6 (EA) - Dry Lot Ribbon 6/BX
Miscellaneous office supplies	ADLER	901250	5.27	4.9	1 1 EA - Black Correctable Film Ribbon
Miscellaneous office supplies	AMREP	R92512CT	34.9	32.46	1 1 CT OF 12 (EA) - Misty® Bolex Bowl Cleaner, 32-oz. Bottle, 12/Carton
Miscellaneous office supplies	AMREP	R93012CT	46.24	43	1 1 CT OF 12 (EA) - Misty® Secure Bowl Cleaner, 32-oz. Bottle, 12/Carton
Office furnishings	ALERA	13061	112.46	104.59	1 1 EA - Traditional Square Corner Veneer Bookcase, Two-Shelf, 30" High, Cherry
Office furnishings	ALERA	13062	112.54	104.66	1 1 EA - Traditional Square Corner Veneer Bookcase, Two-Shelf, 30" High, Mahogany
Office furnishings	ALERA	13063	112.54	104.66	1 1 EA - Traditional Square Corner Veneer Bookcase, Two-Shelf, 30" High, Medium Oak
Office furnishings	ALERA	13061	127.3	118.39	1 1 EA - Traditional Square Corner Veneer Bookcase, Three-Shelf, 36" High, Cherry
Office furnishings	ALERA	13062	127.3	118.39	1 1 EA - Traditional Square Corner Veneer Bookcase, Three-Shelf, 36" High, Mahogany
Office furnishings	ALERA	13063	127.3	118.39	1 1 EA - Traditional Square Corner Veneer Bookcase, Three-Shelf, 36" High, Medium Oak
Office furnishings	ALERA	14861	191.77	178.35	1 1 EA - Traditional Square Corner Veneer Bookcase, Four-Shelf, 48" High, Cherry
Office furnishings	ALERA	14862	180.6	167.96	1 1 EA - Traditional Square Corner Veneer Bookcase, Four-Shelf, 48" High, Mahogany
Office furnishings	ALERA	14863	180.6	167.96	1 1 EA - Traditional Square Corner Veneer Bookcase, Four-Shelf, 48" High, Medium Oak
Office furnishings	ALERA	15411	170.79	158.83	1 1 EA - Premium Grade Veneer Bookcase, Two-Shelf, 30" High, Cherry