



STATE OF MISSISSIPPI

CONTRACT NUMBER

8200074119

CONTRACT SMART NUMBER

1130-24-C-SWCT-00128

STAPLES COOPERATIVE AGREEMENT
FOR OFFICE SUPPLIES

**DEPARTMENT OF FINANCE AND ADMINISTRATION
OFFICE OF PURCHASING AND TRAVEL
701 WOOLFOLK BUILDING, SUITE A
501 NORTH WEST STREET
JACKSON, MISSISSIPPI 39201**

STAPLES COOPERATIVE AGREEMENT FOR OFFICE SUPPLIES
NEGOTIATED STATE CONTRACT NO.:8200074119 / 1130-24-C-SWCT-00128
EFFECTIVE DATES: August 1, 2020 through April 6, 2025.
Sourcewell Contract #012320-SCC

We have established an agreement with Sourcewell to allow purchases from their cooperative contract with Staples Business Advantage, a division of Staples Contract and Commercial Inc. This cooperative contract was approved as another option for agencies to save dollars on office supplies that are not currently covered by our competitively bid state contracts. The Staples Business Advantage contract pricing is available, with a user ID and password provided by Staples Business Advantage, at their website: www.staplesadvantage.com. Staples can also associate your state procurement cards so the contract pricing will also be available at any local Staples retail location. The Staples contact information is listed below.

PLEASE NOTE: The Sourcewell cooperative contract with Staples is NOT an approved purchasing mechanism in Mississippi for computer and telecommunications equipment. While Staples has attempted to flag computer and telecommunications equipment as "Restricted Items" in their online catalog for view by the State of Mississippi, it is the buyer's responsibility to ensure this contract is not used in place of a required competitive process or as a substitute for other required purchasing approvals as required by Mississippi law. Purchasers who are uncertain whether a particular item falls within this restriction may review the ITS Procurement Handbook or call the ITS Procurement Help Desk at 601- 432-8166.

Sourcewell Office Supplies contract offers the following benefits:

- Up to 15% savings vs competitor contract offerings
- Up to 30% savings vs online, retail, and other industry offerings
- Stable and consistent national Core List (currently appr. 24,000 items updated Feb 1 and Aug 1)
- Exclusive manufacturer discounts and price protections (not available without our cooperative contracts)
- Utilized by over 10,000 customers in the US (our largest national gov't contract)
- Market-sensitive non-core pricing to maximize contract compliance (minimize maverick spend)
- Guaranteed genuine products from an authorized national reseller.
- Includes multiple categories for broad product inclusion (solutions for multiple categories as your needs evolve)
- Customer-specific pricing to maximize savings based on YOUR high use items (tailored to YOUR needs)
- Plus many other valuable Staples products and services benefits!

CONTACT INFORMATION

VENDOR:	Staples Contract and Commercial Inc.
PURCHASE ORDERS TO:	Shelley Hinton - 205-639-9816
	Email: shelley.hinton@staples.com
REMIT TO ADDRESS:	Dept. ATL P.O. Box 405386 Atlanta, GA 30384-5386
CONTRACT ADM.:	Shelley Hinton Email: shelley.hinton@staples.com

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**For Staples Advantage pricing, please use the login info below,
or email Shelley Hinton (shelley.hinton@staples.com) directly
for your own personal User ID and Password.**

WEBSITE: www.staplesadvantage.com
Customer ID: 1801167
User ID: MISSISSIPPI
Password: Staples1!

For questions regarding this negotiated contract, please contact
Easter Haimur at 601-359-2030 or Easter.Haimur@dfa.ms.gov.