



## Office of General Services Procurement Services

Corning Tower, Empire State Plaza, Albany, NY 12242 | <https://ogs.ny.gov/procurement> | [customer.services@ogs.ny.gov](mailto:customer.services@ogs.ny.gov) | 518-474-6717

# Contract Award Notification Update

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## Subject: Reduction In Minimum Order

**DATE:** April 28, 2025

**AWARD #:** [23273](#)

**GROUP #:** 23000

**AWARD DESCRIPTION:** Miscellaneous Office Supplies (Statewide)

**CONTRACT PERIOD:** July 26, 2024 – July 25, 2027

**CONTACT:** Stacie Craft | 518-473-4271 | [ogs.sm.ps.off.supplies@ogs.ny.gov](mailto:ogs.sm.ps.off.supplies@ogs.ny.gov)

**CONTRACT NO.:** PC70429

**CONTRACTOR:** Staples Contract & Commercial LLC

Please be advised that Staples Contract & Commercial, LLC has lowered the minimum order from \$50.00 to \$25.00.

All changes are effective immediately. All other terms and conditions remain the same.

Authorized Users are encouraged to view the most current Contract Award Notification and associated documents at: <https://ogs.ny.gov/award-23273>.



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# Contract Award Notification Update

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### Subject: Contact Email Update

**DATE:** December 20, 2024      **AWARD #:** [23273](#)      **GROUP #:** 23000

**AWARD DESCRIPTION:** Miscellaneous Office Supplies (Statewide)

**CONTRACT PERIOD:** July 26, 2024 – July 25, 2027

**CONTACT:** Stacie Craft | 518-473-4271 | [ogs.sm.ps.off.supplies@ogs.ny.gov](mailto:ogs.sm.ps.off.supplies@ogs.ny.gov)

**CONTRACT NO.:** PC70429      **CONTRACTOR:** Staples Contract & Commercial LLC

Please be advised that the email address for this contract has been updated to [ogs.sm.ps.off.supplies@ogs.ny.gov](mailto:ogs.sm.ps.off.supplies@ogs.ny.gov).

All changes are effective immediately. All other terms and conditions remain the same.

Authorized Users are encouraged to view the most current Contract Award Notification and associated documents at: <https://ogs.ny.gov/award-23273>.



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# Contract Award Notification Update

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## **Subject: Price List Revision, How to Use & Contractor Information Updates**

**DATE:** October 31, 2024      **AWARD #:** [23273](#)      **GROUP #:** 23000

**AWARD DESCRIPTION:** Miscellaneous Office Supplies (Statewide)

**CONTRACT PERIOD:** July 26, 2024 – July 25, 2027

**CONTACT:** Stacie Craft | 518-473-4271 | [stacie.craft@ogs.ny.gov](mailto:stacie.craft@ogs.ny.gov)

**CONTRACT NO.:** PC70429      **CONTRACTOR:** Staples Contract & Commercial, LLC

Procurement Services has approved a price list update for the following contractor:

<u>Contractor</u>	<u>Name of Document</u>
Staples Contract & Commercial, LLC	2300023273PL_Staples103124rv

In addition to the Price List Update, the following contract items have been updated:

- Contractor Information Summary
- Attachment 10 – Contractor and Reseller Distributor Information

OGS is also issuing a How to Use for this Contract.

All changes are effective immediately. All other terms and conditions remain the same.

Authorized Users are encouraged to view the most current Contract Award Notification and associated documents at: <https://ogs.ny.gov/award-23273>