

AVC Warehouse Supplies Catalog

Revised 09/22/21

Please complete a warehouse supplies requisition form and email to the warehouse. The form is on the Business Services website under Warehouse/Receiving. Orders cannot be filled without an account code for billing.

Prices in bold indicate a change from the previous catalog

| Catalog # | Description | Unit | Cost |
|-------------------|--|--------------|--------------|
| 010 | Batteries, AAA, Energizer, <u>package of 4</u> | Package/4 | 0.96 |
| 020 | Batteries, AA, Energizer, <u>package of 4</u> | Package/4 | 0.92 |
| 030 | Batteries, C size, Energizer (bulk-12/box) | Each Battery | 0.56 |
| 040 | Batteries, D size, Energizer (bulk-12/box) | Each Battery | 0.68 |
| 050 | Batteries, 9 volt, Energizer (bulk-12/box) | Each Battery | 1.12 |
| 1355 | Dry erase board cleaner, Expo, spray bottle, 8 oz. | Bottle | 13.15 |
| 1360 | Dry erase eraser, one per box | Each | 1.96 |
| 1365 | Dry erase markers, blue, low odor | Each | 0.84 |
| 1370 | Dry erase markers, black, low odor | Each | 0.78 |
| 1375 | Dry erase markers, red, low odor | Each | 0.82 |
| 1380 | Dry erase markers, green, low odor | Each | 0.89 |
| 1385 | Dry erase markers, set of 4 colors, large point | Set | 2.80 |
| First Aid: | | | |
| 2425 | First aid kit, up to 25 people, approx. 150 pcs. | Each | 21.25 |
| 2435 | Band aids, 1" x 3", box of 100 | Box | 7.23 |
| 2445 | Instant cold pack | Each | 2.50 |
| 2455 | Antiseptic wipes, box of 25 towelettes | Box | 4.89 |
| 2460 | Waterproof first aid tape | Roll | 3.96 |
| 2500 | Letterhead envelopes, new four color logo, 500/box | Box/500 | 68.52 |
| 2510 | Letterhead envelopes, <u>bulk mail</u> , new one color logo | Box/500 | 39.91 |
| 2520 | Letterhead paper, <u>blank second sheets</u> , 8.5" x 11" | Ream | 27.00 |
| 2530 | Letterhead paper, new four color logo, 8.5" x 11" | Ream | 51.00 |
| 3860 | Paper, white, 8.5" x 11" (10 reams per ctn.) | Ream | 2.68 |
| 3865 | Paper, blue, 8.5" x 11" | Ream | 3.80 |
| 3870 | Paper, green, 8.5" x 11" | Ream | 5.40 |
| 3875 | Paper, pink, 8.5" x 11" | Ream | 3.80 |
| 3880 | Paper, yellow, 8.5" x 11" | Ream | 3.90 |
| 3895 | Paper, ivory, 8.5" x 11" | Ream | 3.64 |
| 3900 | Paper, gray, 8.5" x 11" | Ream | 3.90 |
| 3920 | Paper, tan, 8.5" x 11" | Ream | 3.90 |
| 3925 | Paper, goldenrod, 8.5" x 11" | Ream | 3.90 |
| 3930 | Paper, white, legal size, 8.5" x 14" | Ream | 3.90 |
| 3975 | Paper, white, ledger size, 11" x 17" (5 reams per ctn.) | Ream | 6.00 |
| 3980 | Paper, white, 8.5" x 11", 3 hole drilled | Ream | 2.93 |
| 3985 | Paper, cover stock, white, 250 sheets/ream, 67lb. | Ream | 4.40 |
| 3990 | Paper, cover stock, gray, 250 sheets/ream, 67lb. | Ream | 9.88 |
| 3995 | Paper, cover stock, ivory, 250 sheets/ream, 67lb. | Ream | 6.15 |
| 4000 | Paper, cover stock, blue, 250 sheets/ream, 67lb. | Ream | 8.00 |
| 4005 | Paper, cover stock, orchid, 250 sheets/ream, 67lb. | Ream | 6.06 |
| 5550 | Staples, standard size, Bostitch | Box | 0.20 |

Archive Storage:

Please note: All materials sent to the warehouse to be put in archive storage must be in one of the boxes listed below. Each box or drawer must be clearly and legibly marked on the front with the fiscal year, a detailed listing of the contents, department name and a destroy date before it will be accepted for storage. For assistance go to the Business Services web page and click “Warehouse” and then “Archiving and Records Retention”.

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|------|--------------------------------------|--------------------------|------|-------|
| 9400 | Storage drawer, letter | 10.25” x 12.25” x 23.5” | Each | 15.20 |
| 9410 | Storage drawer, legal | 10.25” x 15.5” x 23.5” | Each | 16.22 |
| 9420 | Storage box (NOT FOR ARCHIVE) | 10.25” x 12.75” x 25.25” | Each | 6.53 |