



Government of the Virgin Islands

Department of
**PROPERTY AND
PROCUREMENT**

"Keeping The People's House In Order"

CENTRAL STORES SUPPLY CATALOG 2020

GOVERNMENT OF THE UNITED STATES VIRGIN ISLANDS PROPERTY & PROCUREMENT CENTRAL STORES SUPPLY CATALOG 2020



ACCOUNT REFERENCE & NOTE BOOKS

ACCOUNT BOOKS

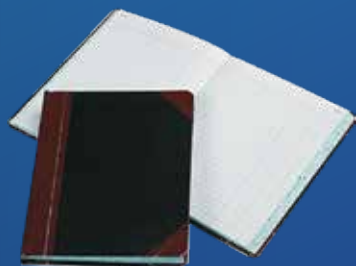


4037
JOURNAL 300 PAGES

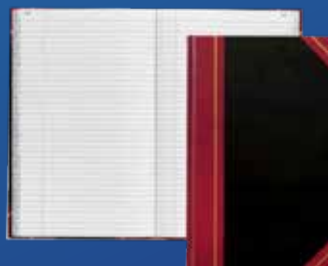


4041
JOURNAL 500 PAGES

4038
RECORD BOOK MINIATURE



4039
RECORD BOOK 300 PAGES

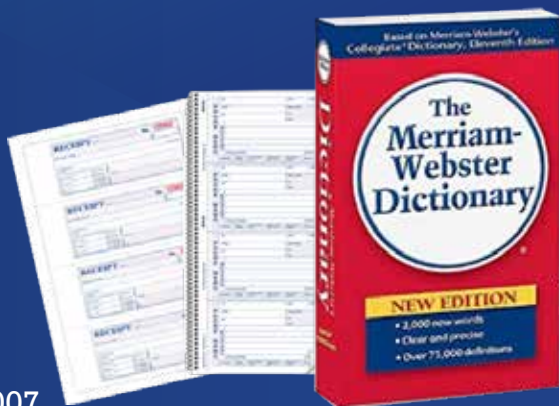


4042
RECORD BOOK 150 PAGES



4178
RECORD BOOK 500 PAGES

4220
EXECUTIVE JOURNAL



4007
DICTIONARY

4178
RECORD BOOK 500 PAGES

4042
RECORD BOOK 150 PAGES



BATTERIES, FLASHLIGHTS & FIRST AID KITS

2024 FLASHLIGHT



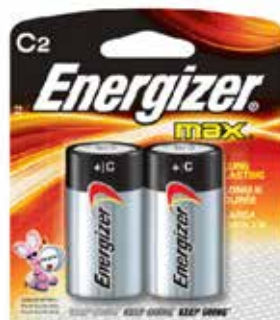
2000
FIRST AID KIT



2027
AAA BATTERIES



2022
C BATTERIES



2023
D BATTERIES



2021
AA BATTERIES



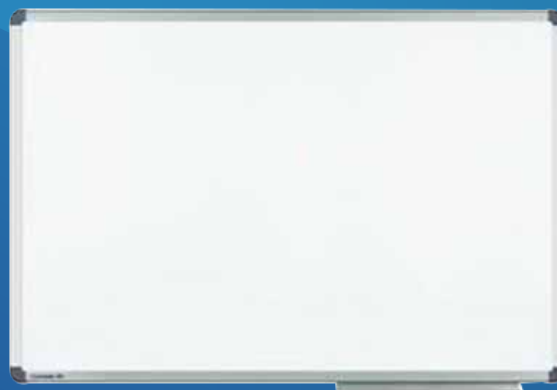
BANK BAGS, MONEY BAGS & BOARDS BOOKENDS



4054
MONEY BAG
W/LOCK



4051
BANK BAGS 9X12



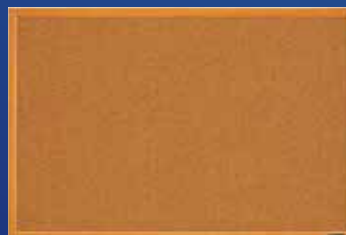
4135
WHITE BOARD 3X4



4133
BULLETIN BOARD CORK 24X36



7079
WHITE BOARD 24X36



4134
BULLETIN BOARD CORK 18X24



4006
BOOK ENDS



4043
BANKERS BOXES

BINDERS



3095
PAD HOLDER W/CALCULATOR



4030
VIEW BINDERS 1"
Black, White, Blue, Pink,
Purple, Aqua



4031
VIEW BINDERS 2"
Black , White



4032
VIEW BINDERS 3"
Black, White



CALCULATORS, CALENDARS, CLOCKS

4010

VICTOR 12 DIGIT CALCULATOR

Dual Color Print - 4 lps - Big Display - 12 Digits - LCD
- AC Supply Powered - 3" x 8" x 11" Large 12-digit
LCD; prints 4.0 lps in 2 colors

Includes large, well-spaced contoured keys; PC touch; left-side total and equals plus logic Offers cost/sell/margin, 2 independent tax keys, time/date, 4-key independent memory and change sign key Features delta percent, grand total key, item count, add mode, date/non-add and automatic constants Runs on AC power



4010-1

CANON 12 DIGIT CALCULATOR

Canon P23-DHV-3 Printing Calculator with Double Check
Function, Tax Calculation and Currency Conversion



4045

DESK CALENDAR

wo-Color Monthly Desk Calendar w/
Large Notes Section, 18 1/2 x13,



4177

WALL CLOCK

Bold Round Wall Clock, 9.75" Overall Diameter,
Black Case, 1 AA (sold separately)



CARD FILING, & COPY HOLDERS

3018
INDEX CARD 3X5 RULED WHITE

3017
INDEX CARD PLAIN 3X5

3020
INDEX CARD RULED 4X6

3019
INDEX CARD PLAIN 4X6

3022
INDEX CARD RULED 5X8

3021
INDEX CARD PLAIN 5X8 WHITE



4148
DOCUMENT HOLDER
Easel Document Holder

CLIPS, CLIPS DISPENSERS

4072
3/4 BINDER CLIPS COLORED
Small 3/4" Assorted Color



4075
1 1/4 BINDER CLIPS



4074
2" BINDER CLIPS



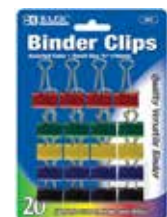
4099
THUMB TACKS



4002
LETTER OPENER



4072
3/4 BINDER CLIPS COLORED
Small 3/4" Assorted Color



4100
PUSH PINS



CLIPS, CLIPS DISPENSERS

4076
PAPER CLIPS 1" SILVERETTE
4077
PAPER CLIPS JUMBO SILVERETTE



4078
PAPER CLIPS #1 VINYL



4079
PAPER CLIPS JUMBO VINYL



4080
PAPER CLIP DISPENSER



CLIPBOARDS & RULERS

- 4049
CLIP BOARD LETTER CARDBOARD
- 4050
CLIP BOARD LEGAL CARDBOARD



- 4213
CLIPBOARD PLASTIC



- 4213
CLIPBOARD PLASTIC



4088
RULER 12IN



4090
RULER 36IN

COMPUTER PERIPHERALS, DRIVES & POWER STRIPS



1154
CD-R DISK



1160
USB DRIVE 8GB



1164
USB DRIVE 16 GB



4211
MOUSE PAD GEL



1150
USB DRIVE 64GB



4212
MOUSE PADS
CLASSIC



1017
WRIST PAD GEL



1143
POWER STRIP



1144
CD-R-RW DISK

CORRECTION SUPPLIES



4193
CORRECTION FLUID



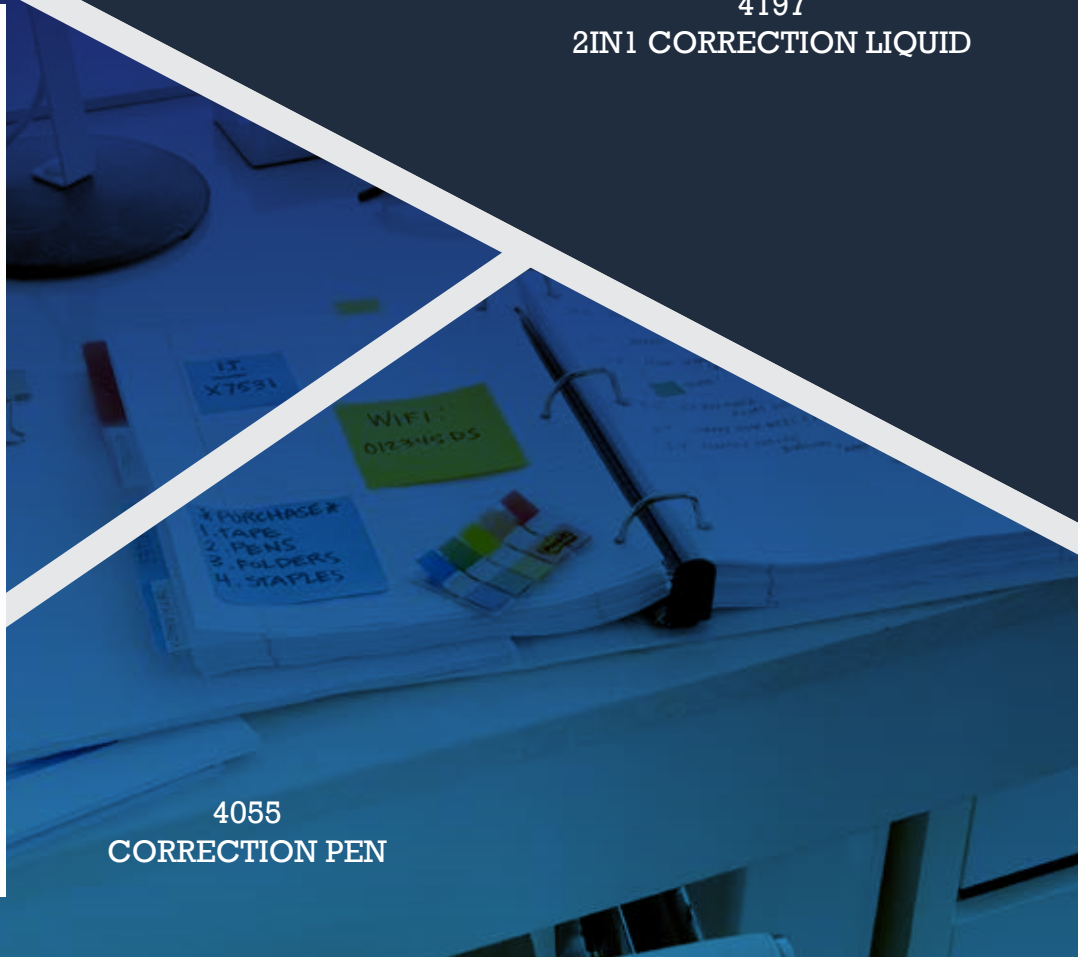
4056
MONO TAPE



4197
2IN1 CORRECTION LIQUID



4055
CORRECTION PEN



DESK ORGANIZATION

4067
TELEPHONE STAND



4208
OFFICE DESK TRAY KIT



4060
DESK TRAYS 6PK



4058
WALL FILE LETTER



4057
DESK ORGANIZER



4205
DESK TRAYS TRIPPLE STACK



ENVELOPES SUPPLIES & GLUE

3008
ENVELOPES 6X9 KRAFT



.....
3007
ENVELOPES 6X9 WHITE



.....
4026
GLUE STICKS



.....
4027
BOTTLE MOISTENER



.....
7010
WRAP PAPER



.....
4025
GLUE



.....
3147
GREETING ENVELOPES IVORY



.....
3006
ENVELOPES



.....
3148
GREETING ENVELOPES WHITE 5 3/4 X 8 3/4



ENVELOPES SUPPLIES & GLUE

3005
ENVELOPES 12X15 KRAFT



3003
MESSENGER ENVELOPES 10X13

3004
MESSENGER ENVELOPES 10X15



3001
ENVELOPES #10 WINDOW



3000
ENVELOPES #10 WHITE



FILE FOLDERS



3089

Classification Folders, 1 Divider, 2"
Fasteners, Letter, Dark Blue, 10/Box



3090

Classification Folders, 1 Divider, 2"
Fasteners, Letter, Dark Green, 10/Box



3088

Classification Folders, 1 Divider, 2"
Fasteners, Letter, Dark Red 10/Box



3040

File Folder, Reinforced 1/3-
Cut Tab, Letter Size, Manila,
100 Per Box

3041

File Folder, Reinforced 1/3-
Cut Tab, Legal Size, Manila,
100 Per Box

FILE FOLDERS



3063

File Folders, 1/3 Cut One-Ply Top Tab, Letter, Blue/Light Green (Box of 100)



3062

File Folders, 1/3 Cut One-Ply Top Tab, Letter Blue (Box of 100)



3061

File Folders, 1/3 Cut One-Ply Top Tab, Letter, Orange (Box of 100)



3060

File Folders, 1/3 Cut One-Ply Top Tab, Letter, Purple (Box of 100)



3059

File Folders, 1/3 Cut One-Ply Top Tab, Letter, Pink (Box of 100)



3058

File Folders, 1/3 Cut One-Ply Top Tab, Letter, Red (Box of 100)



3064

File Folders, 1/3 Cut One-Ply Top Tab, Letter, Yellow (Box of 100)

FILE FOLDERS



3089

Classification Folders, 1 Divider, 2"
Fasteners, Letter, Dark Blue, 10/Box



3090

Classification Folders, 1 Divider, 2"
Fasteners, Letter, Dark Green, 10/Box



3088

Classification Folders, 1 Divider, 2"
Fasteners, Letter, Dark Red 10/Box



3040

File Folder, Reinforced 1/3-
Cut Tab, Letter Size, Manila,
100 Per Box

3041

File Folder, Reinforced 1/3-
Cut Tab, Legal Size, Manila,
100 Per Box

FILE FOLDERS



3063

File Folders, 1/3 Cut One-Ply Top Tab, Letter, Blue/Light Green (Box of 100)



3062

File Folders, 1/3 Cut One-Ply Top Tab, Letter Blue (Box of 100)



3061

File Folders, 1/3 Cut One-Ply Top Tab, Letter, Orange (Box of 100)



3060

File Folders, 1/3 Cut One-Ply Top Tab, Letter, Purple (Box of 100)



3059

File Folders, 1/3 Cut One-Ply Top Tab, Letter, Pink (Box of 100)



3058

File Folders, 1/3 Cut One-Ply Top Tab, Letter, Red (Box of 100)



3064

File Folders, 1/3 Cut One-Ply Top Tab, Letter, Yellow (Box of 100)

FILE FOLDERS



3048

Hanging File Folders, 25 Reinforced Hang Folders, Designed for Home and Office Color Coded File Organization, Letter Size, Orange 25 Box

3042



Hanging File Folders, 25 Reinforced Hang Folders, Designed for Home and Office Color Coded File Organization, Letter Size, Blue 25 Box



3043

Hanging File Folders, 25 Reinforced Hang Folders, Designed for Home and Office Color Coded File Organization, Letter Size, Yellow 25 Box



3044

Hanging File Folders, 25 Reinforced Hang Folders, Designed for Home and Office Color Coded File Organization, Letter Size, Red 25 Box

FILE FOLDERS

3045

Hanging File Folders, 25 Reinforced Hang Folders, Designed for Home and Office Color Coded File Organization, Letter Size, Purple 25 Box

3047

Hanging File Folders, 25 Reinforced Hang Folders, Designed for Home and Office Color Coded File Organization, Letter Size, Green 25 Box

3048

Hanging File Folders, 25 Reinforced Hang Folders, Designed for Home and Office Color Coded File Organization, Letter Size, Orange 25 Box

3134

Hanging File Folders, 25 Reinforced Hang Folders, Designed for Home and Office Color Coded File Organization, Letter Size, Pink 25 Box

FILE FOLDERS



3048

Hanging File Folders, 25 Reinforced Hang Folders, Designed for Home and Office Color Coded File Organization, Letter Size, Orange 25 Box

3042



Hanging File Folders, 25 Reinforced Hang Folders, Designed for Home and Office Color Coded File Organization, Letter Size, Blue 25 Box



3043

Hanging File Folders, 25 Reinforced Hang Folders, Designed for Home and Office Color Coded File Organization, Letter Size, Yellow 25 Box



3044

Hanging File Folders, 25 Reinforced Hang Folders, Designed for Home and Office Color Coded File Organization, Letter Size, Red 25 Box

FILE FOLDERS

3045

Hanging File Folders, 25 Reinforced Hang Folders, Designed for Home and Office Color Coded File Organization, Letter Size, Purple 25 Box

3047

Hanging File Folders, 25 Reinforced Hang Folders, Designed for Home and Office Color Coded File Organization, Letter Size, Green 25 Box

3048

Hanging File Folders, 25 Reinforced Hang Folders, Designed for Home and Office Color Coded File Organization, Letter Size, Orange 25 Box

3134

Hanging File Folders, 25 Reinforced Hang Folders, Designed for Home and Office Color Coded File Organization, Letter Size, Pink 25 Box

FILE POCKETS



3038

FILE POCKET LETTER BROWN

3138

FILE POCKET LETTER YELLOW

3139

FILE POCKET LETTER BLUE

3140

FILE POCKET LETTER RED

3141

FILE POCKET LETTER GREEN



3039

**FILE POCKET LETTER LEGAL EXPANDING.
BROWN**



3119

**FILE POCKET EXPANDING PLAS-
TIC**



3092

FILE GUIDE LETTER A-Z

3093

FILE GUIDE LEGAL A-Z

FLAGS



2004

FLAG, VI 12X18

2015

FLAGE, VI 4X6 OUTSIDE



2005

FLAG, US 12X18



2006

FLAG, VI 12X18 MOUNTED



2007

**FLAG, US 12X18
MOUNTED**



2028

**FLAG POLE SET W/MOUNTING
BASE**

FLAGS



2008

FLAG, VI 3X5 OUTSIDE



2011

FLAG, US 3X5 OUTSIDE

2012

FLAG, VI 4X6 OUTSIDE

2016

FLAG MIN. 4X6 VI

2017

FLAG, MN. 4X6 US



2019

FLAG, VI 3X5 FRINGE



2020

FLAG, US 3X5 FRINGE

2023

FLAG US 4X6 INSIDE

2014

FLAG VI 4X6 INSIDE FRINGE

HOLE PUNCHERS & LABELS



4168

2 HOLE PUNCH



4169

3 HOLE PUNCH



3034

FILE FOLDER LABELS LASER



3035

4X2 LABELS LAZER



3133

MAILING LABELS

JANITORIAL SUPPLIES



017
**DUST PANS W/
HANDLE**



7062
WET FLOOR SIGN



7010
**MOP BUCKET W/
WRINGER**



7066
MOP HANDLES



7012
BROOM



7011
PLUNGER



7003
MOP HEAD 16OZ COTTON



7000
MOP HEAD 12OZ



7065
TOILET BRUSH



7005
MOP HEAD 20 OZ COTTON



7004
MOP HEAD 24OZ COTTON

JANITORIAL SUPPLIES



7026-A
GLADE SPRAYS

7029
LYSOL SPRAYS



7026
DEODORANT
SPRAY

7039
CLAIRE DISINFECTANT SPRAY

7034
DISINFECTANT SURFACE CLEANER



7046
FLYING INSECT SPRAY



7045
ANT AND ROACH SPRAY



7023
GLASS CLEANER SPRAY

JANITORIAL SUPPLIES



7030
PINSOL CLEANER



7022
AJAX CLEANER



7031
FABULOSO



7025
CLOROX



7044
DISH WASH LIQUID



7024
TOILET BOWL CLEANER

7074
FLORAL DESIRE LAVENDAR



7043
HANDSOAP W/PUMP



7042
HAND SOAP GAL

JANITORIAL SUPPLIES



**7033
BOWL BLOCKS**



**7032
FURNITURE POLISH**



**7069
CLOROX WIPES**



**7040
30Z BAR SOP**



**7064
CLEANING CLOTHS**



**7038
BLUE TANK CLEANER**



**7027
HAND SANITIZER**



**7078
2000 FLUSHES**

JANITORIAL SUPPLIES

7061
TOILET PAPER TISSUE



7057
JUMBO 12" TOILET
PAPER TISSUE



7057-1
JUMBO 9" TOILET
PAPER TISSUE



7070
CENTREPULL
HAND ROLL
TOWELS



7080
76018 HAND
ROLL TOWELS



7058
JUMBO ROLL
TOWELS



7075
PAPER ROLL TOWEL
DISPENSER



7059
2PLY TOWELS

7060
CFOLD TOWELS



7082
TOILET PAPER DISPENSER



7072
CFOLD DISPENSER



7071
CENTREPULL HAND ROLL
TOWELS DISPENSER



JANITORIAL SUPPLIES



7048
16 GAL CLEAR TRASH
LINER



4132
WASTE BASKET



7047
33GAL 2PLY TRASH BAG



7049
55 GAL 2PLY TRASH BAG



7008
33 GAL TRASH CAN



7009
STEP ON GARBAGE
CAN

JANITORIAL SUPPLIES

7051
CUPS COLD 7OZ



7052
CUPS COLD 10-12OZ



7054
CUPS HOT 12OZ



7053
CUPS HOT 8 OZ



7028
FACE MASKS



4.5 oz

7055
CONE CUPS 4.2OZ



7056
CONE CUP DISPENSER

2001
GLOVES MED
2002
GLOVES LG/XL

LAMINATING SHEETS, PADS, PAGE FLAGS



4192
LAMINATING CLEAR SHEETS



3112
PAGE FLAGS "SIGN HERE"



4063
WRITING PADS LETTER



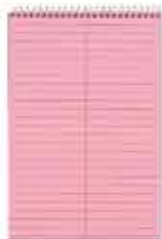
4065
WRITING PADS LEGAL



4064
WRITING PADS 5X8



4189
EASEL PAD PLAN WHITE



4066
STERNO PADS

PAPER



6000
PAPER, 8 1/2 X 11 LETTER WHITE
20LB

6001
PAPER 8 /12 X 14 LEGAL WHITE



6059
PAPER GLOSS TEXT
11X17 #80

PREMIUM
DIGITAL
COATED PAPER



6004
PAPER 8 1/2 X 11 BLUE LETTER



6005
PAPER 8 1/2 X 11 GOLDENROD
LETTER

PAPER



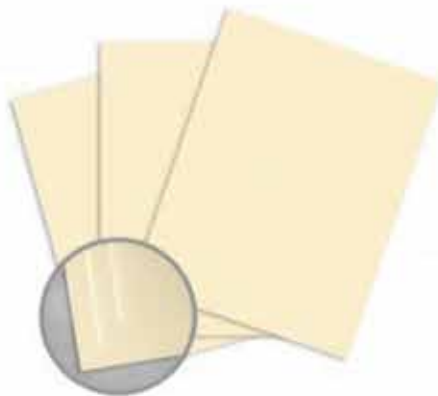
6006

PAPER 8 1/2 X 11 CANARY LETTER



6007

PAPER 8 1/2 X 11 GREEN LETTER



6008

PAPER 8 1/2 X 11 IVORY LETTER



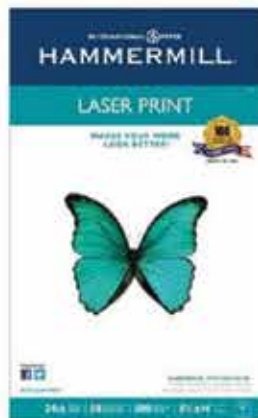
6009

PAPER 8 1/2 X 11 PINK LETTER

PAPER



6025
PAPER 8 1/2 X 11 WHITE 24LB
LETTER



6026
PAPER 11X17 24LB WHITE



6024
PAPER 11X17 WHITE 20LB

PAPER



6028
PAPER 8 1/2 X 11 CARBONLESS 2 PT



029
PAPER 8 1/2 X 11 CARBONLESS 3PT



6030
PAPER 8 1/2 X 11 CARBONLESS 4PT



6031
PAPER 8 1/2 X 11 CARBONLESS 5PT

4011
PAPER SHREDDER

PENS



4112
PENS ZEBRA FLIGHT BLUE



4114
PENS ZEBRA FLIGHT RED



4113
PENS ZEBRA FLIGHT BLACK



4216
ZGRIP PEN BLACK



4217
ZGRIP PEN BLUE

PENS



4128
BIC BU3 RETRACTABLE BLACK



4127
BIC BU3 RETRACTABLE BLUE



4129
BIC BU3 RETRACTABLE RED



4117
BIC PEN BLACK



4116
BIC PEN BLUE



4115
BIC PEN RED

PENS



4121
PILOT G2 PEN BLACK



4122
PILOT G2 PEN BLUE



4123
PILOT G2 PEN RED



4124
NEO GEL PEN BLACK



4126
NEO GEL PEN RED



4125
NEO GEL PEN BLUE

PENS



4120
EASY TOUCH PEN RED



4119
EASY TOUCH PEN BLUE



4118
EASY TOUCH PEN BLACK



4011
UNIBAL PEN BLUE



4130
UNIBAL PEN BLACK



4136
UNIBAL PEN RED



PERMANENT MARKERS, PENCILS , HIGLITERS & SHARPENERS



4137
MARKERS PERMANENT BLACK



38
MARKERS PERMANENT BLUE



4141
MARKERS PERMANENT RED



4144
MARKERS PERMANENT FINE
POINT RED

4207

DRY
ERASE



4142
MARKERS PERMANENT FINE
POINT BLACK



4143
MARKERS PERMANENT FINE
POINT BLUE

4207
DRY ERASER



HIGHLIGHTERS ASST COLORS



4147
HIGHLIGHTER YELLOW



4131
PENCILS #2



4153
SHARPENER PENCIL

PORTFOLIOS



3101
PORTFOLIO DKBLUE



3096
PORTFOLIO BLUE



3097
PORTFOLIO BLACK



3103
PORTFOLIO WHITE



3102
PORTFOLIO YELLOW



3099
PORTFOLIO GREEN



3100
PORTFOLIO RED



3146
PORTFOLIO BURGANDY

POST IT NOTES



3111
POST IT NOTES 3X3
5PK



3106
POST IT NOTES
3X3 12PK



3108
POST IT NOTES 3X5 5PK



3104
POST IT NOTES 1.5X2



3110
POST IT NTOES 4X6



3105
POST IT NOTES CUBES 2X2

RAIN AND SAFETY GEAR



2102
RAIN JACKET W/HOOD LG

2103
RAIN JACKET W/HOOD XL

2104
RAIN JACKET W/HOOD 2X

2105
RAIN JACKET W/HOOD 3X



2107
RAIN BOOT 8

2108
RAIN BOOT 9

2109
RAIN BOOT 10

2110
RAIN BOOT 11

2111
RAIN BOOT 12



SAFETY VESTS

TONERS



1170

HP TONER LASER CB540 BLACK

1167

HP TONER LASER CB541A CYAN

1168

HP TONER LASER CB542A YELLOW

1169

HP TONER LASER CB543A MAGENTA



1006

HP TONER 130A BLACK

1007

HP TONER 130A CYAN

1009

HP TONER 130A YELLOW

1008

HP TONER 130A MAGENTA



1010

HP TONER 615A BLACK



1012

HP TONER 615A MAGENTA



TONERS



1011
HP TONER 615A CYAN



1013
HP TONER 615A YELLOW



1132
HP TONER 6460 BLACK



1134
HP TONER 6463MAGENTA



1131
HP TONER 6461 CYAN

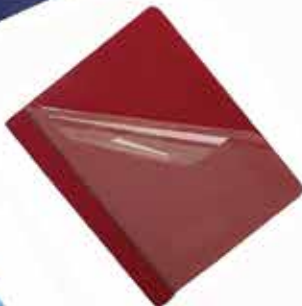


1133
HP TONER 6462YELLOW

REPORT COVERS



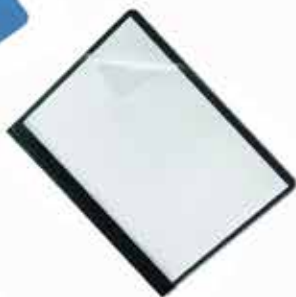
3011
REPORT COVER CLEAR DRBLUE



3012
REPORT COVER CLEAR RED



3013
REPORT COVER CLEAR BLACK



3014
REPORT COVER CLEAR LTBLUE

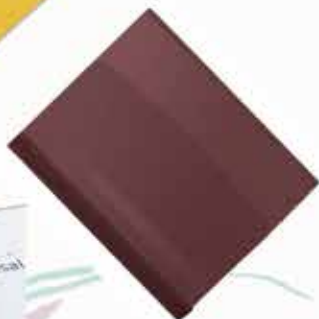
3015
REPORT COVER CLEAR DKGREEN

3016
REPORT COVER CLEAR WHITE



3120
REPORT COVER CLEAR GRAY

3126
REPORT COVER CLEAR YELLOW



3125
REPORT COVER CLEAR BUR

4092
PROTECTOR SHEETS



RIBBONS & CALCULATOR ROLLS



4017
CALCULATOR RIBBON UNIVERSAL



4018
CALCULATOR ROLLER INK



4022
CALCULATOR ADD ROLLS



4023
POINT OF SALE TAPE 3PLY

RUBBERBANDS



4083
RUBBERBANDS 14 #33



4085
RUBBERBANDS 1/4 #64



4082
RUBBERBANDS 1/4 #18-19



4088
RUBBERBANDS 1LB #33



4084
RUBBERBANDS 1LB #64



4086
RUBBERBANDS
1LB #18-19



STAPLERS, STAPLES, STAPLE REMOVERS



4149
STANDARD STAPLER



4151
STAPLE REMOVER



4150
HEAVY DUTY STAPLER



4161
LONG REACH STAPLER



4095
HEAVY DUTY STAPLES
5/8



4094
HEAVY DUTY STAPLES 1/2



4096
HEAVY DUTY STAPLES 3/8



4093
STANDARD STAPLES

SCISSORS, SELF INKED STAMPS



4152
SCISSORS 8"



4199
POSTED STAMP
SELFINKED



4165
URGENT STAMP SELFINKED



4184
APPROVE STAMP SELFINKED



4203
COPY STAMP SELFINKED



4186
ENTERED STAMP SELFINKED

SELF INKED STAMPS



4164
CONFIDENTIAL STAMP
SELFINKED



4204
RECEIVE STAMP SELFINKED



4185
PAID STAMP SELFINKED



4163
PRIORITY STAMP SELFINKED



4166
RUSH STAMP SELFINKED

TAPE, TAPE DISPENSERS



4103
3/4 SCOTCH TAPE
CLEAR



4101
TAPE DISPENSER 1"



4110
MASKING TAPE 1" CLEAR



4109
MASKING TAPE 2"



4105
CLEAR PACKAGING TAPE 2" 6 PK



4106
PACKAGING MAILING TAPE



4108
TAPE GUN DISPENSER FOR 2"

New Products

We are excited to bring you the wide assortment of products featured throughout this catalog. Our goal is to make your day at the office more productive and easy.

If you don't find what you are looking for give us a call we may be able to get it for you. Our friendly staff are waiting to assist you.



4054
MONEY BAG W/LOCK



3 pack
4058
WALL FILE LETTER



1017
WRIST PAD GEL



7071
CENTREPULL HAND ROLL
TOWELS DISPENSER



7070
CENTREPULL
HAND ROLL
TOWELS



7080
76018 HAND
ROLL TOWELS

HERE'S HOW TO ORDER

Use the Requisition Entry Program under the USVI Purchasing Menu when purchasing from Central Stores. You will need to create a Pick Ticket and not a Purchase Order unless you are utilizing Federal High Risk funds.

Fill out the Dept/Loc Fiscal Year. A requisition number will automatically be given.

DO NOT ENTER A VENDOR NUMBER. This field must be left blank for all Central Stores purchases.

Utilize the General notes to specify detailed Department or Division information. This is needed for Central Stores to identify who is to be called to pick up the merchandise.

The Terms Screen does not require any additional detail unless items are linked to an allocation code.

In the Line Detail screen, you will enter your quantity and the inventory number. Commodity code should populate , if not enter manually. DO NOT EDIT THE DESCRIPTION FIELD AS THE PRICE AND DESCRIPTION WILL DEFAULT IN.

LOCATION FIELD is very important and must be changed as this determines which warehouse location the products are being ordered from. This must be changed for every product you are ordering. The default is CS (St. Thomas) so if you are ordering from St. Croix you should change to STX (St. Croix).

Tab through the fields until you get to the account information. Enter the expense account to be charged for your order

Add attritional items as needed , remembering to change the location field as necessary for each item needed.

Release the requisition as usual for approval. When all approvals are met a pick ticket is generated and your order is filled and ready to pick up next day.

Walk in purchases are always welcomed.

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