

<u>PRINTING OF LETTERHEAD, ENVELOPES AND FORMS</u>					
VARIOUS DEPARTMENTS					
		Est. Yrly.	Unit	Unit	Recycled
Item #	Description	Quantity	Measure	Price	Unit Price
1	8 1/2 X 11 Letterhead/Black Ink/25% bond	37,000	per 1,000		
2	8 1/2 X 11 Letterhead/Black Ink/25% bond	2,000	per 500		
3	8 1/2 x 11 Plain Paper (2nd page)/25% bond	1,000	per 1,000		
4	#10 Envelope/Black Ink/24# White Wove	105,500	per 1,000		
5	#10 Envelope/Black Ink/24# White Wove	1,500	per 500		
6	#10 Window Envelope/Black Ink/24# White Wove	60,500	per 1,000		
7	Business Cards/Black Ink OR Business Cards/Blue Ink	14,000	per 500		
8	Kraft 6 X 9 Catalog Envelope/Black Ink/No Clasp	1,000	per 1,000		
9	8 1/2 X 11 Letterhead/Black Ink/25% bond Cut to 7 1/4 X 10 1/4	9,000	per 1,000		
10	7 1/4 X 4 Envelopes to Match Item #10/Black Ink	9,000	per 1,000		
11	8 1/2 x 14 Astro Parchment/Blue Ink	500	per 500		
12	8 1/2 x 11 Printed 5 Part Form/ Carbonless Yellow/Black	8,000	per 1,000		
13	8 1/2 x 11 Printed 5 Part Form/Carbon Green/Black	1,000	per 1,000		

	VARIOUS DEPARTMENTS - CONTINUED				
					Recycled
		Est. Yrly.	Unit	Unit	Unit
Item #	Description	Quantity	Measure	Price	Price
14	8 1/2 x 11 Printed 3 Part Form/Carbon/3Colors/Black	1,000	per 1,000		
15	#9 Envelope/Black Ink/24# White Wove	5,000	per 1,000		
16	5 x 8 Blue Card/One Side	500	per 500		
17	3 x 5 Green Card/One Side	500	per 500		
18	Door Knob Hanger 3 1/2 x 8/two Side Yellow/Black	1,500	per 500		
19	8 1/2 x 5 1/2 2 Part Form/Red Ink	3,000	per 1,000		
20	8 1/2 x 5 1/2 2 Part Form/Black Ink	3,000	per 1,000		
21	Door Knob Hanger 4.25 x 9.25 /two Side Blue/Black	5,000	per 500		
22	8 1/2 x 5 Card/One Side/6 Different Sets/5 Different Colors	5,000	per 1,000		
23	4 1/2 x 6 Cards/Two Side/2 Different Sets	2,000	per 1,000		

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	WARWICK POLICE DEPARTMENT				
					Recycled
		Est. Yrly.	Unit	Unit	Unit
Item #	Description	Quantity	Measure	Price	Price
24	2.5 x 4 Yellow card 2 Side/ Black Ink	1,500	per 500		
25	8 1/2 X 11 One Side/White (This item includes approximately 20 different forms, 7 making up the majority)	2,000	per 1,000		
26	8 1/2 x 11 Printed Form/One Side/ Color Paper	2,000	per 1,000		
27	4 1/8 x 9 1/2 Envelope/White	25,000	per 1,000		
28	4 1/8 x 9 1/2 Envelope/Window	5,000	per 1,000		
29	3 x 5 Card/One Side White	2000	per 1,000		
30	3 12/2 x 8 Card/Two Side White	1,000	per 1,000		
31	3 x 6 1/2 Card/Two Side Red/Green/White Paper	1,000	per 1,000		
32	4 1/2 x 5 1/2 Pads (Approximately 50 pages each) Cardboard Backing	600	per 600		
33	Chief Follow-Up (Blank Sheet)-Classic Laid Ivory	1,000	per 1,000		
34	Chief #10 Stationary Envelope-Classic/Laid Ivory	1,000	per 1,000		
35	Overtime Authorization Form Three Part 1 Side/All Pages Different. Block Ink 5 1/2 x 8 1/2 Pad On Top	20,000	per 1,000		

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WARWICK FIRE DEPARTMENT					
<u>Item #</u>	<u>Description</u>	<u>Est. Yrly. Quantity</u>	<u>Unit Measure</u>	<u>Unit Price</u>	<u>Recycled Unit Price</u>
36	8 1/2 x 11 Printed Form/One Side/White	10,000	per 1,000		
37	8 1/2 x 11 Printed Form/One Side/Various colors	10,000	per 1,000		
38	Ceremony Brochures, 8 1/2 x 11 #67 White Vellum/ Red & Black Ink/Printed Two Sides/Bi-Folded	1,000	per 1,000		
39	Hot Work Permits/NCR 2-Part/Black Ink 8 1/2 x 11	1,000	per 1000		
40	Smoke Certificates/NCR 2-Part/Black Ink/ 8 1/2 x 11, Numbered	2,000	per 1,000		
41	Inspection Reports, NCR 2-Part/Black Ink/8 1/2 x 11	2,000	per 1,000		
42	Pads, 5 1/2 x 8 1/2/Pink #20/Black Ink/ 50 Sheets/Pad	100	per 100		
43	Pads, 4 1/4 x 5 1/2/White w/Black Ink/ 50 Sheets/Pad	100	per 100		
44	Cost to 3 Hole Punch	2,000	Specify Unit		
	Time Required to Submit Proof for Each New Form/Business Days				
	Time Required for Delivery ARO/Business Days				