

Patricia A. Peshka
Purchasing Agent



Joseph J. Solomon
Mayor

City of Warwick
Purchasing Division
3275 Post Road
Warwick, Rhode Island 02886
Tel (401) 738-2013
Fax (401) 737-2364

The following notice is to appear on the City of Warwick's website Friday, February 28, 2020. The website address is <http://www.warwickri.gov/bids>.

**CITY OF WARWICK
BIDS REQUESTED FOR**

Bid2021-010 Photography & Printing Supplies

Specifications are available in the Purchasing Division, Warwick City Hall, Monday through Friday, 8:30 AM until 4:30 PM on or after Friday, February 28, 2020.

Sealed bids will be received by the Purchasing Division, Warwick City Hall, 3275 Post Road, Warwick, Rhode Island 02886 up until 11:00 AM, Thursday, March 19, 2020. The bids will be opened publicly commencing at 11:00 AM on the same day in the Lower Level Conference Room, Warwick City Hall.

Awards will be made on the basis of the lowest evaluated or responsive bid price. Please note that no bids can be accepted via email or fax.

The City of Warwick, in addition to soliciting bids in response to this bid, may consult, consider, and make an award for any and all open bid offers for a comparable unit as sought herein at the following websites:

RI State MPA: <https://www.ridop.ri.gov/contract-portal/>

NASPO: <https://www.naspo.org/>

NJPA (National Joint Powers Alliance): <https://www.njpacoop.org/cooperative-purchasing>

MHEC (Massachusetts Higher Education Consortium): <https://www.mhec.net/>

Individuals requesting interpreter services for the hearing impaired must notify the Purchasing Division at 401-738-2013 at least 48 hours in advance of the bid opening date.

Patricia A. Peshka
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PLEASE COMPLETE THIS PAGE & SUBMIT WITH YOUR BID

Acknowledgement of Addendum (if applicable)

Addendum Number	Signature of Bidder
_____	_____
_____	_____

COMPANY NAME: _____

COMPANY ADDRESS: _____

COMPANY ADDRESS: _____

BIDDER'S SIGNATURE: _____

BIDDER'S NAME (PRINT): _____

TITLE: _____ TEL. NO.: _____

EMAIL ADDRESS: _____ *

*Please include your email address. Future bids will be emailed, unless otherwise noted.

II. AWARD AND CONTRACT:

The CITY OF WARWICK, acting as duly authorized through its Purchasing Agent/Finance Director/Mayor, accepts the above bid and hereby enters into a contract with the above party to pay the bid price upon completion of the project or receipt of the goods unless another payment schedule is contained in the specifications. All terms of the specifications, both substantive and procedural, are made terms of this contract.

DATE: _____

Bid2021-010

Purchasing Agent

PLEASE COMPLETE THIS PAGE & SUBMIT WITH YOUR BID

CERTIFICATION & WARRANT FORM*

**This form must be completed and submitted with sealed bid.
Failure to do so will result in automatic rejection.**

Any and all bids shall contain a certification and warrant that they comply with all relevant and pertinent statutes, laws, ordinances and regulations, in particular, but not limited to Chapter 16- Conflicts of Interest, of the Code of Ordinances of the City of Warwick. Any proven violation of this warranty and representation by a bidder at the time of the bid or during the course of the contract, included, but not limited to negligent acts, either directly or indirectly through agents and/or sub-contractors, shall render the bidder's contract terminated and the bidder shall be required to reimburse the City for any and all costs incurred by the City, including reasonable attorney fees, to prosecute and/or enforce this provision.

Signature

Date

Company Name

Address

Address

***This form cannot be altered in any way**

**CITY OF WARWICK
NOTICE TO BIDDERS**

Bid2021-010 Photography & Printing Supplies

If you received this document from our homepage or from a source other than the City of Warwick Purchasing Division, please check with our office prior to submitting your bid to ensure that you have a complete package. The Purchasing Division cannot be responsible to provide addenda if we do not have you on record as a plan holder.

Bids received prior to the time of the opening will be securely kept, unopened. No responsibility will be attached to an officer or person for the premature opening of a bid not properly addressed and identified. No bids will be accepted via facsimile or email.

The opening of bids will be in the order established by the posted agenda and the agenda will continue uninterrupted until completion.

Once an item has been reached and any bids on that item has been opened, no other bids on that item will be accepted and any such bid will be deemed late.

The contractor will not discriminate against any employee or applicant for employment because of physical or mental handicap for any position for which the employee or applicant is qualified and that in the event of non-compliance the City may declare the contractor in breach and take any necessary legal recourse including termination or cancellation of the contract.

A bidder filing a bid thereby certifies that no officer, agent, or employee of the City has a pecuniary interest in the bid or has participated in contract negotiations on the part of the City, that the bid is made in good faith without fraud, collusion, or connection of any kind with any other bidder for the same call for bids, and that the bidder is competing solely in his own behalf without connection with, or obligation to, any undisclosed person or firm.

All bids should be submitted with one (1) original and one (1) copy in a sealed envelope, which should read: *YOUR COMPANY NAME* plainly marked on the exterior of the envelope as well as "Bid2021-010 Photography & Printing Supplies."

All proposals submitted become the property of the City and will not be returned. If the company intends to submit **confidential or proprietary information** as part of the proposal, **any limits on the use or distribution of that material should be clearly delineated in writing. This information should be submitted in a sealed envelope, clearly labeled confidential** and where it should be submitted in the response. Please be advised of the Freedom of Information Act as it may pertain to your submittal.

Should you have any questions, please contact Detective Darren Parrillo, Warwick Police Department, 99 Veterans Memorial Dr., Warwick, RI at 401-468-4242.

All bids should be written in ink or typed. If there is a correction with whiteout, the bidder should initial the change.

Negligence on the part of the bidder in preparing the bid confers no rights for the withdrawal of the bid after it is open.

Any deviation from the specifications must be noted in writing and attached as part of the bid proposal. The bidder will indicate the item or part with the deviation and indicate how the bid will deviate from specifications.

The IRS Form W-9 available on www.warwickri.gov should be completed and submitted with the bid if the bidder falls under IRS requirements to file this form.

For a bid to be awarded to a corporation, limited liability company or other legal entity, prior to commencing work under the awarded bid, that corporation, company or legal entity may be required to provide to the Purchasing Agent a **Certificate of Good Standing** dated no more than thirty (30) days prior to the date upon which the bid approval was made.

The successful bidder will provide said **Certificate of Good Standing** (if required) within ten (10) calendar days after notification or the City reserves the right to rescind said award.

Prices to be held firm July 1, 2020 through June 30, 2021. Term contracts may be extended for one (1) additional term upon mutual agreement unless otherwise stated.

The contractor must carry sufficient liability insurance and agree to indemnify the city against all claims of any nature, which might arise as a result of his operations or conduct of work.

The City is exempt from the payment of the Rhode Island Sales Tax under the 1956 General Laws of the State of Rhode Island, 44-18-30, Paragraph I, as amended.

The Purchasing Agent reserves the right to reject any and all bids, to waive any minor deviations or informalities in the bids received, and to accept the bid deemed most favorable to the interest of the City.

The successful bidder must comply with all Rhode Island Laws applicable the public works projects, including, but not limited to provisions of Chapter 13 of Title 37 of the Rhode Island General Laws, pertaining to prevailing wage rates, and all other applicable local, state and federal laws.

The City reserves the right to terminate the contract or any part of the contract in the best interests of the City, upon 30-day notice to the contractor. The City will incur no liability for materials or services not yet ordered if it terminates in the best interests of the City. If the City terminates in the interests of the City after an order for materials or services have been placed, the contractor will be entitled to compensation upon submission of invoices and proper proof of claim, in that proportion which its services and products were satisfactorily rendered or provided, as well as expenses necessarily incurred in the performance of work up to time of termination.

No extra charges for delivery, handling or other services will be honored. All claims for damage in transit will be the responsibility of the successful bidder. Deliveries must be made during normal working hours unless otherwise agreed upon.

All costs directly or indirectly related to the preparation of a response to this solicitation, or any presentation or communication to supplement and/or clarify any response to this solicitation which may be required or requested by the City of Warwick will be the sole responsibility of and will be borne by the respondent.

If the respondent is awarded a contract in accordance with this solicitation and if the respondent fails or refuses to satisfy fully all of the respondents obligations thereunder, the City of Warwick will be entitled to recover from the respondent any losses, damages or costs incurred by the City as a result of such failure or refusal.

The City reserves the right to award in part or full and to increase or decrease quantities in the best interest of the City.

Any quantity reference in the bid specifications are estimates only, and do not represent a commitment on the part of the City of Warwick to any level of billing activity. It is understood and agreed that the agreement will cover the actual quantities ordered during the contract period.

The City reserves the right to rescind award for non-compliance to bid specifications.

The successful bidder must adhere to all City, State and Federal Laws, where applicable.

SEE ATTACHED DOCUMENTS

FOR ITEM DESCRIPTIONS

& PRICING SHEETS

(PRICING SHEETS MAY NOT BE

CONFIDENTIAL)

CITY OF WARWICK

BID AND CONTRACT FORM

TITLE OF SPECIFICATION: Bid2021-010 Photography & Printing Supplies

I. BID:

WHEREAS, the CITY OF WARWICK has duly asked for bids for performance of services and/or supply of goods in accordance with the above-indicated specifications.

The person or entity does irrevocably offer to perform the services and/or furnish the goods in accordance with the specifications, which are hereby incorporated by reference in exchange for the bid price.

This offer will remain open and irrevocable until the CITY OF WARWICK has accepted this bid or another bid on the specifications or abandoned the project.

The bidder agrees that acceptance by the CITY OF WARWICK will transform the bid into a contract. This bid and contract will be secured by Bonds, if required by the specifications.

**PLEASE COMPLETE & SUBMIT THE ATTACHED PRICING SHEETS TO ALLOW
US TO ACCESS A FAIR COMPARISON OF ALL BIDS SUBMITTED**

**PLEASE COMPLETE THIS PAGE RETURN WITH YOUR BID
(PRICING SHEET MAY NOT BE CONFIDENTIAL)
BID2021-010 Photography and Printing Supplies**

<u>Item</u>	<u>Item Description</u>	<u>Model Number</u>	<u>Estimated Quantity</u>	<u>Unit Cost</u>
A	PRINTERS / CD Copier			
1	Canon imagePROGRAF PRO-1000 17"	MFR # 0608C002	1	
2	Epson SureColor P800 Inkjet Printer	MFR # SCP800SE	1	
B	Ink			
1	Canon PFI-1000 PBK LUCIA PRO Photo Black Ink	MFR # 0546C002 (80ml)	10	
2	Canon PFI-1000 MBK LUCIA PRO Matte Black Ink	MFR # 0545C002 (80ml)	10	
3	Canon PFI-1000 B LUCIA PRO Blue Ink	MFR # 0555C002 (80ml)	10	
4	Canon PFI-1000 C LUCIA PRO Cyan Ink	MFR # 0547C002 (80ml)	10	
5	Canon PFI-1000 CO LUCIA PRO Chroma Optimizer	MFR # 0556C002 (80ml)	10	
6	Canon PFI-1000 GY LUCIA PRO Gray Ink	MFR # 0552C002 (80ml)	10	
7	Canon PFI-1000 M LUCIA PRO Magenta Ink	MFR # 0548C002 (80ml)	10	
8	Canon PFI-1000 R LUCIA PRO Red Ink	MFR # 0554C002 (80ML)	10	
9	Canon PFI-1000 Y LUCIA PRO Yellow Ink	MFR # 0549C002 (80ML)	10	
10	Canon PFI-1000 PM LUCIA PRO Photo Magenta	MFR # 0551C002 (80ML)	10	
11	Canon PFI-1000 PGY LUCIA PRO Photo Gray Ink	MFR # 0553C002 (80ML)	10	
12	Canon PFI-1000 PC LUCIA PRO Photo Cyan Ink	MFR # 0550C002 (80ML)	10	
13	Canon MC-20 Maintenance Cartridge	MFR # 0628C002	5	
14	Epson UltraChrome Ink	f/3800 printer (T580100) Photo Blk	10	
15	Epson UltraChrome Ink	f/ 3800 Printer (T580200) Cyan Reg	10	
16	Epson UltraChrome Ink	f/3800 Printer (T580300) Magenta Reg	10	
17	Epson UltraChrome Ink	f/3800 Printer (T580400) Yellow Reg	10	
18	Epson UltraChrome Ink	f/3800 Printer (T580500) LT Cyan Reg	10	
19	Epson UltraChrome Ink	f/3800 Printer (T580600) LT Magenta Reg	10	
20	Epson UltraChrome Ink	f/3800 Printer (T580700) LT Black Reg	10	
	continued next page			

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<u>Item</u>	<u>Item Description</u>	<u>Model Number</u>	<u>Estimated Quantity</u>	<u>Unit Cost</u>
21	Epson UltraChrome Ink	f/3800 Printer (T580800) Matte Black Reg	10	
22	Epson UltraChrome Ink	f/3800 Printer (T580900) LT LT Black Reg	10	
23	Epson Maintenance Tank	f/ 3800 Printer (T582000)	2	
24	Epson 3880 Ultrachrome Ink	f/ 3880 Printer EPSP3880VLMi Vivid Lt Mag	5	
25	Epson 3880 Ultrachrome Ink	f/ 3880 Printer EPSP3880VMI Vivid Magenta	5	
26	Epson T850600 UltraChrome HD Vivid Lt Magenta	MFR # T850600	10	
27	Epson T850700 UltraChrome HD Light Black	MFR # T850700	10	
28	Epson T850500 UltraChrome HD Light Cyan	MFR # T850500	10	
29	Epson T850100 UltraChrome HD Photo Black	MFR # T850100	10	
30	Epson T850900 UltraChrome HD Light Light Black	MFR # T850900	10	
31	Epson T850400 UltraChrome HD Yellow	MFR # T850400	10	
32	Epson T850300 UltraChrome HD Vivid Magenta	MFR # T850300	10	
33	Epson T850200 UltraChrome HD Cyan	MFR # T850200	10	
34	Epson T850800 UltraChrome HD Matte Black	MFR # T850800	10	
35	Epson Ink Maintenance Tank for SureColor P800		5	
36	HP LaserJet Pro 400 Color M475dw	CE864A	1	
37	MicroBoards Standalone 1:3 DVD/BluRay Copier	DD-PROV3-04	1	
38	MicroBoards Standalone 1:1 DVD/BluRay Copier	BD-121	1	
39	MK Digital Direct eBox Plus 1419	74005-4 14.5"x19.75" Platform	1	
40	MK Digital Direct eBox Plus 1419	74005-AB 14.5" x 19.75" Platform	1	
41	MK Digital Direct Mini Table Top Tripod	Mini 611-200	1	
42	MK Digital Direct L-Bracket	#32005	1	
43	23" Monitor - HPZ23i LED Backlit IPS Display	D7Q13A8#ABA	3	
44	Pearstone Cat6 Patch Cables 10 foot length	CAT6-10BL	10	
C	Printer Cover			
1	Tumi Epson Stylus pro 3800	C3800TUMI	1	
	continued next page			

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<u>Item</u>	<u>Item Description</u>	<u>Model Number</u>	<u>Estimated Quantity</u>	<u>Unit Cost</u>
D	Photograph Paper			
1	Epson Glossy 8.5X11" Box of 100	S041271	20	
2	Epson Premium Luster 8.5X11" Box of 250	S041913	5	
3	Epson Premium Luster 13X19" Box of 100	S041604	2	
4	Epson Ultra Premium Luster 17X22" - Box of 25	S042084	4	
	<u>CAMERA ITEMS</u>			
E	Point and Shoot Camera			
1	Olympus Stylus TOUGH TG-5 Digital Camera Black	MFR # V104190BU000	5	
2	Olympus LI-92B Rechargeable Lithium-Ion	MFR # V6200660U000	5	
3	Olympus Battery LI-50B	V620059SU000	2	
F	D-SLR Camera Body			
1	Nikon D610 Body Only	# 1540	3	
2	Nikon D800	25480	3	
3	Nikon D7200 DSLR Camera (Body Only)	MFR # 1554	2	
G	D-SLR Batteries			
1	Nikon (D90, D700, D300s) EN-EL3e	25334	6	
2	Nikon (D7100 / D7200/ D610 /D800) EN-EL15	27011	6	
3	Nikon MH-25A Battery Charger	27148	1	
4	Nikon MS-D14 AA Battery Holder	27066	1	
	continued next page			

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<u>Item</u>	<u>Item Description</u>	<u>Model Number</u>	<u>Estimated Quantity</u>	<u>Unit Cost</u>
H	D-SLR Battery Grip			
1	Nikon MB-D80 (D90)	25345	2	
2	Nikon MB-D15 Multi Battery Power Pack Grip	MFR # 27096	2	
I	Remote Trigger			
1	Nikon MC-DC2 (D90 / D610 / D7100/ D7200)	25395	3	
2	Nikon MC-36 A (D800)	27032	1	
3	Vello - FreeWave Wireless Remote	RW-N2	3	
4	Vello - FreeWave Wireless Flash/Shutter Remote	RFW-N	3	
J	Flash			
1	Nikon SB-700 (FX/DX)	4808	3	
2	Nikon SB-910	4809	3	
3	Custom Brackets Folding-T Flash Bracket	MFR # CB-FOLDING-T	2	
4	Sigma EM-140 DG Macro Ring Flash for Nikon	MFR # F30306	4	
K	Sync Cord			
1	Nikon SC-28 (for SB700)	4765	3	
2	Nikon SC-29 (for SB600/800/900/910)	4766	3	
	continued next page			

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<u>Item</u>	<u>Item Description</u>	<u>Model Number</u>	<u>Estimated Quantity</u>	<u>Unit Cost</u>
L	D-SLR Camera Lenses for DX Format Camera			
1	Nikon 85mm Micro AF-S f/3.5	2190	3	
2	Nikon 16-85mm f/3.5-5.6	2178	3	
3	Nikon 18-200mm F3.5-5.6 G ED VR II	2192	3	
4	Sigma 50mm f/2.8 macro for Nikon	346306	3	
5	Sigma 105mm f/2.8 macro for Nikon	258306	3	
6	Sigma 18-200mm f/3.8-5.6 for Nikon	882306	3	
7	Canon EF-S 60mm f/2.8 Macro USM Lens	0284B002	1	
8	LENSband (black)	6.28587E+11	4	
M	D-SLR Camera Lenses for FX Format Camera			
1	AF-S Micro Nikkor 60mm f/2.8	2177	3	
2	AF-S Nikkor 24-120mm f/4	2193	3	
3	AF-S Nikkor 28-300mm f/3.5-5.6	2191	3	
N	D-SLR Microphone			
1	Nikon ME-1 Stereo Microphone	27045	3	
	continued next page			

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		BID2021-010 Photography and Printing Supplies			Estimated	Unit
Item	Item Description	Model Number	Quantity	Cost	Cost	
O	Mono-Pod / Tri-Pod					
1	Velbon UP-400DX 4 Section	UP400DX	3			
2	Velbon PH157Q 3 way Pan/Tilt Head	PH-157Q	3			
3	Manfrotto MonoPod	#681 B	3			
4	OBEN - Quick Release Ball Head	BA-2	4			
5	Slik Pro 580 DX Tripod 3 way head	615-580	2			
6	Slik Quick Release Plate	618-811	2			
7	Oben - Quick Release Plate	RP-20	4			
8	Beseler 4212 CLA Copy Light Arms		1	4212		
9	Beseler Copy Light (single unit 120v	4230-01	2			
10	Eiko ECA Lamp (250W/120V	ECA	4			
11	Beseler R-50 5" reflector for Copy Light	4235-01	4			
P	Digital Memory					
1	SanDisk Compact Flash 16GB Extrim Pro	SDCFXPS-016G-A46	5			
2	SanDisk SDHC 4 GB Class 4	SDSDB-004G-B35	15			
3	SanDisk SDHC 8GB Extreme Plus - class 10	SDSDXS-008G-A46	6			
4	SanDisk SDHC 16GB Extreme - Class 10	SDSDRX3-016G-A21	2			
5	SanDisk SDHC 32GB Extreme - Class 10	SDSDX-032G-X46	2			
6	SanDisk SDXC 64GB Extreme Pro - Class 10	SDSDXP-064G-A46	2			
7	SanDisk 64GB Ultra UHS-I microSDXC Mem Card	MFR # SDSQUNC-064G-AN6IA	2			
8	SanDisk 128GB Ultra microSDXC Memory Card	MFR # SDSQUNC-128G-AN6IA	2			
9	Sony 32 GB Pro-Duo HX	MSHX32B / MN	2			
10	Kingston 16 GB Data Traveler	DTSE9H/16GBZ	3			
11	Kingston 32 GB Data Traveler	DTSE9H/32GBZ	3			
12	Kingston 64 GB Data Traveler	DTSE9H/64GB	3			
13	SanDisk 128 GB Ultra USB 3.0 Flash Drive	MFR # SDCZ48-128G-A46	10			
14	SanDisk 256 GB Ultra USB 3.0 Flash Drive	MFR # SDCZ48-256G-A46	10			
	continued next page					

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BID2021-010 Photography and Printing Supplies		<u>Estimated</u>	<u>Unit</u>
<u>Item</u>	<u>Item Description</u>	<u>Quantity</u>	<u>Cost</u>
Q	Digital Audio Handheld Recorder		
1	Olympus WS-853 Digital Voice Recorder Black	5	
2	Olympus TP-8 Telephone Recording	5	
3	Olympus Noise Cancellation Mic	5	
4	Olympus Case CS-125	5	
	<u>GENERAL SUPPLIES</u>		
R	Batteries		
1	Duracell Procell AAA	12	
2	Duracell Procell AA	12	
3	Duracell Procell 9-Volt	24	
4	Duracell Procell C Size	24	
5	Duracell Procell D Size	24	
6	Energizer AAA Lithium Battery 4-Pack	10	
7	Energizer AA Lithium Battery 4 - Pack	10	
8	Energizer CR 2032 4-Pack	5	
9	Energizer 123 1-Pack	10	
S	Video		
1	Canon VIXIA HF G40 Full HD Camcorder	1	
2	Sony ECM-AW4 Bluetooth Wireless Microphone	1	
3	Canon BP-820 Lithium-Ion Battery Pack	2	
4	Sony Handicam CX440 Battery	2	
5	Canon DM-100 Directional Stereo Microphone	1	
6	<u>Genaray LED-2100 36 LED Compact On-Camera</u>	2	
7	Canon WD-H58W Wide Converter Lens	1	
	continued next page		

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<u>Item</u>	<u>Item Description</u>	<u>Model Number</u>	<u>Estimated Quantity</u>	<u>Unit Cost</u>
T	Camera Bags			
1	Tamac Stratus 15 Shoulder Bag Black	T0630-1919	2	
2	Canon 100-DG Digital Gadget Bag (Black)	MFR # 9320A001	2	
U	Lens / Camera Cleaner			
1	Nikon Lens Pro Kit	8228	5	
2	Nikon Complete Lens Cleaner	8176	5	
3	Nikon Micro-Fiber Cloth	8072	5	
V	Pelican Cases / Foam Inserts			
1	Pelican 1200 Case w/ pluck foam	Orange / Black / Yellow	5	
2	Pelican 1400 Case w/ pluck foam	Orange / Black / Yellow	5	
3	Pelican 1600 Case w/ pluck foam	Orange / Black / Yellow	2	
4	Replacement Foam for 1200 (3 piece) 1201	1200-400-000	5	
5	Replacement Foam for 1400 (3 Piece) 1401	1400-400-000	5	
6	Replacement Foam for 1600 (4 Piece) 1601	1600-400-000	2	
W	Card Readers USB			
1	Lexar USB Card Reader 3.0	LRW025URBNA	5	
2	Delkin USB 3.0 Universal Card Reader	DDREADER-42	5	
	continued next page			

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<u>Item</u>	<u>Item Description</u>	<u>Model Number</u>	<u>Estimated Quantity</u>	<u>Unit Cost</u>
X	Camera Lens Filters			
1	Tiffen 55mm	Yellow 8 #558Y2	2	
2	Tiffen 55mm	Red 25 #55R25	2	
3	Tiffen 55mm	Orange 16 #55OR16	2	
4	Tiffen 52mm	UV Protector	2	
5	Tiffen 52mm	Circular Polarizer	2	
6	Tiffen 55mm	UV Protector	4	
7	Tiffen 55mm	Circular Polarizer	4	
8	Tiffen 58mm	UV Protector	2	
9	Tiffen 58mm	Circular Polarizer	2	
10	Tiffen 62mm	UV Protector	2	
11	Tiffen 62mm	Circular Polarizer	2	
12	Tiffen 67mm	UV Protector	2	
13	Tiffen 67mm	Circular Polarizer	2	
14	Tiffen 77mm	UV Protector	2	
15	Tiffen 77mm	Circular Polarizer	2	
16	Tiffen 82mm	UV Protector	2	
17	Tiffen 82mm	Circular Polarizer	2	
18	Tiffen 52mm	UV Multicoated	4	
19	Tiffen 55mm	UV Multicoated	4	
20	Tiffen 58mm	UV Multicoated	2	
21	Tiffen 62mm	UV Multicoated	2	
22	Tiffen 67mm	UV Multicoated	2	
23	Tiffen 77mm	UV Multicoated	2	
24	Tiffen 82mm	UV Multicoated	4	
25	Tiffen Filter Pouch	# Cord 6	6	
26	Tiffen 72mm UltraPol Polarizer Filter	W72UCP	3	
	continued next page			

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<u>Item</u>	<u>Item Description</u>	<u>Model Number</u>	<u>Estimated Quantity</u>	<u>Unit Cost</u>
Y	DEVELOPING AND PRINTING			
1	Color 135-24 exposure developing/printing			
2	Black and White 135-24 developing/printing			
3	Reprints of Color 4x6 prints			
4	Reprints of B&W 4x6 prints			
5	5x7 color enlargement photos			
6	8x10 color enlargement photos			
7	11x14 color enlargement photos			
8	5x7 B&W enlargement photos			
9	8x10 B&W enlargement photos			
10	11x14 B&W enlargement photos			
11	Digital Reprints Color 4x6			
12	Digital Reprints Color 5x7			
13	Digital Reprints Color 8x10			
14	Digital Reprints Color 11x14			
Z	MISCELLANEOUS			
1	PhotoBert CheatSheet	MFR # 2C68-06	5	
2	Workbook For Dummies by Doug Sahlin	MFR # 978-0-470-25933-7	1	
3	Digital Art Photography For Dummies	MFR # 9780764598012	1	