



STATE OF ARKANSAS
**Department of Finance
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Memorandum

To: State Agencies, Boards and Commissions, Colleges and Universities
Co-op Purchasing Program Participants

ATTN: Chief Fiscal Officers, Purchasing Agents and Agency Purchasing Officials

From: Joseph A. Giddis

Date: April 4 2007

Subject: **Office Supplies Contract #42595—User Guidance—Update 3**

The office supplies contract with Office Depot is a mandatory State-wide contract. This office established a specific exception for those State agencies, colleges and universities which use minority vendors certified by the Arkansas Department of Economic Development (ADED) for the purpose of meeting Executive Order goals for minority purchases. ADED has certified the following minority office supply vendors:

Faison Office Products
Office Essentials
Goddess Products Inc.
Management Solutions Inc.
State Imaging Supply Inc.

For questions about the minority vendor certification process please go to
http://www.1800arkansas.com/small_business/