



## More Than Just Office Supplies

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Staples is the world's leading office products and solutions company, with 83,000 associates worldwide offering more than 1 million products. E&I members have access to the entire Staples family of brands: TRU RED™, NXT Technologies™, Coastwide Professional™, Union & Scale™, and Perk™.

Staples offers a comprehensive portfolio of office solutions, including office products, furniture & related services, technology products & services, facilities products & services (janitorial/sanitation), print products & services, and breakroom supplies.

### Contract Highlights:

- Category-specific specialists provide member-specific pricing
- Customized online ordering with best-in-class e-commerce
- Financial incentives & rebates to support your bottom line
- 32 national fulfillment centers with free next-business day shipping for qualifying orders
- Innovative logistics & supply chain for improved accuracy & delivery efficiency
- Sustainable practices & solutions for your institution

For more information, visit our [website](#) or contact your [Member Relations Representative](#) or Joseph Castelluccio, *Business Development Manager, General Products & Services* at [jcastelluccio@eandi.org](mailto:jcastelluccio@eandi.org).

## Contract Details

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Getting Started:	To sign up for this contract, please complete this simple <a href="#">Letter of Participation</a> . If you are interested in signing up for multiple E&I contracts, please use our <a href="#">EZ Button</a> . You must be <a href="#">registered</a> and <a href="#">logged in</a> to the website to access the EZ Button.
Contract Effective Dates:	4/1/2015 – 12/31/2025
Pricing/Discounts:	Visit <a href="http://www.eandi.org/contracts/staples">www.eandi.org/contracts/staples</a> for pricing information.
Place Orders With:	For current Staples customers, contact your local account manager. For others, contact Shannon Bradford at <a href="mailto:Shannon.bradford@staples.com">Shannon.bradford@staples.com</a> .
Credit Cards Accepted:	American Express, Discover, Mastercard, Visa
Payment Terms:	Net 30 days, unless superseded by applicable law. 1% 10 prompt payment discount (excluding payments paid by credit card or procurement card).
Shipping Terms:	Next day shipping for (in-stock) orders received by 5 PM Monday through Friday. Desktop delivery available. FOB destination.
Installation Info:	Installation services are available for furniture and technology. Contact your Staples Customer Service Representative for details.
Warranty:	Visit <a href="http://www.eandi.org/contracts/staples">www.eandi.org/contracts/staples</a> for warranty information.
Claims:	Visit <a href="http://www.eandi.org/contracts/staples">www.eandi.org/contracts/staples</a> for claims information.
Return Policy:	Members may call Staples Customer Service to request a return or use the no-hassle online return process. See Staples Quick Guide – Return at <a href="http://www.eandi.org/contracts/staples">www.eandi.org/contracts/staples</a> .
Request Literature:	Contact Joe Castelluccio, <i>Business Development Manager, General Products &amp; Services</i> . Email   <a href="mailto:jcastelluccio@eandi.org">jcastelluccio@eandi.org</a>
Federal ID Number:	04-3390816
RFP Number:	Competitively Solicited RFP #683267, issued by E&I with California State University participating as a public agency partner.
Contract Number:	CNR-01373

*Note: All E&I contract-related information and documentation is provided exclusively for the use of E&I members and shall not be distributed and/or shared outside of E&I's membership. Doing so is detrimental to the Cooperative and its members, as it impacts E&I's ability to negotiate and maintain competitive agreements.*