

CIRCULAR LETTER NO. 748

October 1, 2009

TO: Printing and Publishing Officials of the Federal Government

SUBJECT: Updates to the GPO Online Paper Store effective October 1, 2009.

The U.S. Government Printing Office in partnership with Unisource Worldwide, Inc., launched the GPO Online Paper Store in late 2007. With the creation of the program all Federal Government organizations can order environmentally friendly, xerographic copier paper throughout the continental United States using a Web-based online system.

The GPO Online Paper Store offers copier paper nationwide in white and six colors. All paper on the Online Paper Store is 30-percent Post Consumer Waste (PCW) as mandated by Section 2 of *Executive Order 13423—Strengthening Federal Environmental, Energy, and Transportation Management*. This offering will fulfill everyday paper needs while providing a product that is cost effective, federally compliant and environmentally responsible.

Effective October 1, 2009 the minimum paper quantities have changed to allow users on the Online Paper Store to purchase as few as one (1) carton at a time. The new quantity skews and pricing information can be found online by visiting:
<http://www.gpo.gov/customers/store.htm>.

If you have any questions about the information contained in this Circular Letter, please contact your GPO National Account Manager at nam@gpo.gov or <http://www.gpo.gov/customers/nams.htm>.

Sincerely,

DR. RICARDO GARCIA
Managing Director, Print Procurement

Enclosure

GPO Online Paper Store

Paper	Size	Quantity	Price per Carton
White — Xerox	8 ½ x 11"	1 – 10 cartons	\$ 39.70
		11 – 39 cartons	36.40
		40 – 119 cartons	33.40
		120 – 199 cartons	32.60
		200 – 439 cartons	32.60
		440 – 799 cartons	32.20
		800 + cartons	32.20
White 3-hole punched — Xerox	8 ½ x 11"	1 – 10 cartons	\$ 42.20
		11 – 39 cartons	38.50
		40 – 119 cartons	35.40
		120 – 199 cartons	34.40
		200 – 439 cartons	34.40
		440 – 799 cartons	33.50
Colored — Xerox	8 ½ x 11"	1 – 10 cartons	\$ 44.60
		11 – 39 cartons	41.00
		40 – 119 cartons	37.60
		120 – 199 cartons	36.50
		200 – 439 cartons	36.50
		440 – 799 cartons	35.60
		800 + cartons	35.60
White — Xerox	8 ½ x 14"	1 – 9 cartons	\$ 53.30
		11 – 39 cartons	47.40
		40 – 599 cartons	44.90
		600 + cartons	42.50
White — Xerox	11 x 17"	1 – 10 cartons	\$ 42.00
		11 – 39 cartons	38.90
		40 – 120 cartons	35.40

All papers on the GPO Online Paper Store are of 30% percent post-consumer fiber content (PCW) as mandated in [Section 2 of Executive Order 13423—Strengthening Federal Environmental, Energy, and Transportation Management](#).

- n Delivery locations must be able to accommodate a truck height of a minimum of 12' 6".
- n Any orders that require a smaller truck will be subject to an additional delivery charge.
- n Orders that require delivery to multiple floors shall incur an additional charge of \$250.

