

## Supplier - Category Matrix

Appropriate purchasing methods are in order of preference from left to right.

Category	Object Code	Alt. Object Code	buyMSU - Catalog PO	buy MSU non-catalog PO	Pcard	Direct Billing	Primary Supplier	Secondary Supplier	Contract	Comments
<b>Office Supplies</b>										
Office Supplies	2100		X				Caddo		University Contract	
HP Toner & Caddo Brand Toner	2100		X				Caddo		University Contract	
Recycled HP Laser Toner, Printer Maint	2100	4150	X				International Laser		University Contract	
Copy and printer paper	2100			X		X	CMF Business Supplies, Inc.		University Contract	distributed by C/R
<b>Laboratory Supplies</b>										
Equipment/supplies	2300		X	X			Fisher Sci, Sigma Aldrich	J&H Bergh, The Labmart	Preferred Supplier	
misc supplies	2300		X	X	X		Fisher Sci, Sigma Aldrich	J&H Bergh, The Labmart	Preferred Supplier	
misc equipment	2300		X	X			Fisher Sci, Sigma Aldrich	J&H Bergh, The Labmart	Preferred Supplier	
Bio/HazMat	2300		X	X			Fisher Sci, Sigma Aldrich	J&H Bergh, The Labmart	Preferred Supplier	
<b>Cleaning Equipment &amp; Supplies</b>										
Janitorial supplies	2400	3860	X	X			Eagle Maintenance Supply		University Contract	
Vacuum cleaners	7630			X			Janimart		State Contract	
<b>Printing, Advertising, Photographic and Duplicating Services</b>										
Printing Services: short run	2150			X	X		Alphagraphics	Direct Printing Impressions (secondary); Concept Printing (tertiary)	University Contract	
Printing Services: short to long run	2150			X	X		Direct Printing Impressions	Prestige Graphics (secondary); AJ Images (tertiary)	University Contract	
Printing Services: photo copying	2150			X	X		Alphagraphics		University Contract	
Envelopes & letterheaders	2100					X	CMF Business Supplies Inc		University Contract	distributed by C/R
Business cards	2150	2100		X	X		Caddo		University Contract	
Legal Advertising	3830			X			Mary Pomerantz		University Contract	
Personnel/HR Advertising	3835			X			Mary Pomerantz		University Contract	
<b>Furniture</b>										
Office	7620		X	X			Arbee / Steelcase		E&I	
Carpet	7625			X			State Carpet Sales		State Contract	Use State Contract # T0147
Linens	7625			X						Use State Contract # T0449
Window Treatments	7625			X			Bailar Interiors		State Contract	Use State Contract # T0166
<b>Information Technology - Hardware, Telecom, Network</b>										
Computers- desktop	7700		X	X			IBM, MRA Int'l (HP Reseller)		State Contract	
Computers- laptop	7700		X	X			IBM, MRA Int'l (HP Reseller)		State Contract	
Computers - Macintosh	7700		X	X			Apple Computer		State Contract	
IT related peripherals & supplies	NEW?		X	X			ePlus Technology	Govconnection (E&I)	University Contract	ePlus: MSU & State cont
HP Printers (LaserJet & Desktop)	NEW?		X	X			ePlus Technology		University Contract	ePlus: MSU & State cont
<b>Information Technology - Software</b>										
Microsoft Campus Agreement, other software licenses	3435			X	X		Programmers Paradise		State Contract	annual lic renewal
Microsoft software, Adobe products, Macromedia and miscellaneous software	3430			X			Programmers Paradise		State Contract	
<b>Audio/Video Equipment</b>										
Multimedia	7600	2100, 4140		X			Telemeasurements		State Contract	
Misc	7600		X	X			Carlck Imaging		E&I	
<b>Library Supplies/Equipment</b>										
Furniture	7620			X	X		Gaylord		Bid Waiver	bid waiver
Books, periodicals, other publications	2310			X	X		Gale Research, Blackwell Publishers, Facets Multimedia, Inc., Baker and Taylor Books		Bid Waiver	bid waiver
Library Supplies	2310			X	X		Broadart, Demco		Bid Waiver	bid waiver
<b>Bookstore Supplies</b>										
Misc supplies	2300	2100, 7700, 3430		X	X		Follett		University Contract	
<b>Moving Services</b>										

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Moving Services	3860	7625		X			All Season Movers, Inc. TMC Services, Inc., Fisher O'Kaci NJ, Inc., Graebel / Northeastern Movers, Inc.		University Contract	
<b>Rental</b>										
Rental Equipment	4710			X			National Equipment Solutions, Hertz Equipment Rental		Preferred Supplier	
<b>Aux. Facilities Services</b>										
Photocopier Leasing	7620			X			Continental Copy Prod		University Contract	
Equipment Maintenance Services	4100			X			Krutchkof Mechanical		University Contract	
Food Service Equipment Maintenance	4100			X			Pow/R/Save		University Contract	
Photocopier Mgt Operations	4110			X			Canon Business Solutions		University Contract	
Catering	3855			X			Sodexho		University Contract	
Major Appliances	7630			X			College TV A58585, E & A Supply A58584		State Contract	
Vending Machines	2010			X			Sodexho		University Contract	
Food Supplies	2010	3513, 3514, 3515		X			Sodexho		University Contract	
<b>Facilities Services</b>										
Cable TV Services	3140			X			Lamont Digital		University Contract	
Sprinkler System Inspection, Testing & Maintenance	4100			X			City Fire Equipment Co., Inc.		University Contract	
<b>Financial Services</b>										
Billing Services - Bursar				X			tbd			
Financial Collection Services	3872			X			Continental Services Group, Eastern Revenue, General Revenue		University Contract	
<b>HR Services</b>										
Temporary Staffing Services	3650			X			Coworx Staffing	Prime Time	University Contract	
<b>MRO Services</b>										
Elevator Equipment Testing/Maintenance	4010			X			tbd		University Contract	
Roof Maintenance	4010			X			Interstate Home Services		University Contract	
Chiller Maintenance	4010			X			Carrier Commercial Service		University Contract	
Energy Management Consultant	3860			X			Metro Energy Solutions		University Contract	
Pest Control	3860	4020, 4010		X			Acorn Pest Control		University Contract	
Asphalt Repairs	4020			X			Colonnelli Brothers, Inc.		University Contract	
High Voltage Electrical Service	4010			X			Cavit Electric		University Contract	
Electrical Service	3860	2450		X			Cavit Electric, Priority Electric	Priority Electric	University Contract	
Uniform Rental	2410	2450		X			UniFirst Corp		University Contract	
Snow Plowing	4020	4010		X			Hutton Construction		University Contract	
Landscape Services	4020	4010		X			J.C. Landscape		University Contract	
Blanton Hall A/C Unit Service	4010			X			Binsky & Snyder		University Contract	
Waste Removal	3530			X			Waste Management		State Contract	
<b>MRO Supplies</b>										
Carpentry Supplies	2160	2450		X	tbd		tbd		University Contract	
HVAC, Plumbing & Heating Supplies	2450	4170, 4010, 4020, 7630	X				Grainger		University Contract	
Lock Shop Supplies & Services	4010	3860		X	tbd		RD Sales		University Contract	
Automotive Supplies	4200			X	tbd		Totowa Auto Parts		University Contract	
Electrical Equipment & Supplies	4010		X	X			Monarch Electric Company	Graybar Electric Company	University Contract	
Glass and Related Supplies	4010	3860		X	tbd		Elliott Glass		University Contract	
Paint	4010			X	X		Sherwin Williams		State Contract	
Safety and Security Equipment	3520		X		X		Grainger		University Contract	
Landscape Services Equipment	7630		X		X		Grainger		University Contract	
<b>Operations Facilities Services</b>										
Shuttle Bus Rental	3860			X			tbd		University Contract	
Bus Repair Services	4200			X			tbd		University Contract	
<b>On-Call Construction Services</b>										
Electrical	7105			X			Cavit Electric, Priority Power		University Contract	
Mechanical	7100	7101, 7105		X			Liberty Mechanical Contractors, Inc.		University Contract	
Painting	7105			X			tbd			
Plumbing	7105			X			Advanced Plumbing Design		University Contract	
General Contractor	7105	7101, 7105		X			AC Construction, G.W. Verzi		University Contract	

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<b>Residence Facility Services</b>										
Off Campus Housing	3875			X			Wellesley Inn.		University Contract	
Laundry Services	4710			X			CALECO		University Contract	
<b>Telecommunication Services</b>										
Cell phones	3130			X			Verizon, T-Mobile, Nextel			
Tel Maintenance	3110			X			Commercial Telecommunications Contractors			
Tel Equipment	3116			X			Commercial Telecommunications Contractors			
Teleconference Services	3120			X			AT&T			
<b>Mail and Packing Services</b>										
Packages (International)	NEW?			X	X		FedEx	DHL	Preferred Supplier	
Packages (North America)	NEW?			X	X		FedEx	DHL	Preferred Supplier	
<b>Athletic Equipment and Supplies</b>										
Athletic Equipment	7630			X			Fitness Life Styles		State Contract	
Sportswear and Apparel	2300			X			Sports Time		Preferred Supplier	