

New York State Office Of General Services  
Procurement Services Group  
Corning Tower Building  
Empire State Plaza  
Albany, New York 12242  
<http://www.ogs.state.ny.us>

## PURCHASING MEMORANDUM

### CONTRACT AWARD NOTIFICATION UPDATE

**AWARD NUMBER:** [C-18698](#)

**DATE:** February 25, 2008

**GROUP:** 23065 – XEROX SUPPLIES FOR COPIERS  
AND PRINTERS (Statewide)

**PLEASE ADDRESS INQUIRIES TO:**

**STATE AGENCIES & CONTRACTORS**

Lori L. Bahan  
Purchasing Officer I  
(518) 474-5535  
[lori.bahan@ogs.state.ny.us](mailto:lori.bahan@ogs.state.ny.us)

**CONTRACT PERIOD:** May 1, 2004 to  
April 30, 2008

**OTHER AUTHORIZED USERS**

Customer Services  
(518) 474-6717  
[customer.services@ogs.state.ny.us](mailto:customer.services@ogs.state.ny.us)

**CONTRACTOR/  
CONTRACT NO.:** XEROX CORPORATION PC61128

**SUBJECT:** CONTRACT EXPIRATION

**TO ALL STATE AGENCIES AND OTHERS AUTHORIZED TO USE STATE CONTRACTS:**

The above referenced contract, Xerox Supplies for Copiers and Printers, will expire on April 30, 2008, and there will be no replacement contract. Agencies utilizing this contract are advised to place orders prior to the expiration of the contract.

After the expiration of the contract, agencies should utilize the Copiers (Analog & Digital), Digital Duplicators, Color and Wide Format Contract, Group 22424, Award 01649, PC59472; or Group 75511 - Xerox Printers Contract, Award 00267, PT59176 respectively for these supplies.