



County of Jefferson

State of Missouri

Administration Center
729 Maple Street · PO Box 100
Hillsboro, Missouri 63050

Ken Waller

County Executive

DEPARTMENT OF ADMINISTRATIVE SERVICES

Stephen M. Stoll—Director

Web Address: www.jeffcomo.org

Linda Kresko

Human Resources Manager
(636)797-5071 / Fax (636)797-5596

Vickie Pratt

General Services/Contracts & Grants Manager
(636)797-5380 / Fax (636)797-5067

QUILL CORPORATION
100 SCHELTER RD
LINCOLN IL 60069-3602

November 30, 2011

The County of Jefferson, Missouri has awarded *Quill Corporation, Supply Concepts and Metro Office Supply* the renewal contract for *Office Supplies 2011* for an additional 1 year term at the same terms and conditions as previously awarded.

The renewal period is from 01-01-2012 through 12-31-2012.

Ordinance Number:11-0347

Purchases will be made as requested.

The CONTRACT PURCHASE ORDER is #: C12OFFICESUPPLIES
(This PO # must appear on ALL Invoices)

PURCHASES CAN BE MADE BY ALL COUNTY DEPARTMENTS.
ALL INVOICES MUST BE SUBMITTED TO THE REQUESTING DEPARTMENT.
ALL INVOICES MUST INDICATE THE CONTRACT PURCHASE ORDER NUMBER.

JEFFERSON COUNTY IS TAX EXEMPT: TAX ID NUMBER 12545597.

Vickie S. Pratt
Department of Administration
(636) 797-5382



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METRO OFFICE SUPPLY INC
102 E MAIN STREET
FESTUS MO 63028-1905

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SUPPLY CONCEPTS
2247 CASSENS DR
FENTON MO 63026-2501

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