

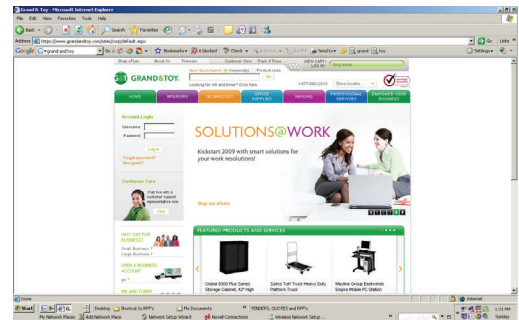
INTRODUCING: Grand & Toy Online

Supplies Management, Purchasing Division, is pleased to announce that UFV has entered into a strategic supply arrangement with **Grand and Toy** that will give UFV the ability to realize savings in many different office supplies categories through discounts as high as 58% on a majority of products and up to 85% on select items.

Grand & Toy was selected through a formal bid process conducted by EDCO – the Education Cooperative Purchasing Group - as our “**Primary**” supplier of choice for office supplies, and toner supplies. This supply arrangement provides UFV with a tremendous opportunity to realize immediate point-of-purchase savings on quality products, reliable service; to focus on sustainability stewardship; and utilize electronic ordering and tracking with next day delivery for most items.

UFV Staff will be provided with opportunities to attend a hands-on workshop illustrating the Grand & Toy on-line ordering system. **The first of these workshops will be held February 18 – please complete the enclosed form indicating the names of staff that should receive training for online ordering—they will be notified of the date and time they can register for the workshop.** This would normally be staff that is currently responsible for obtaining office supplies for the department. Future workshops will be held over the next few months. ***Please return the form on or before February 9, 2009.***

Check out some of the great features at:
<https://www.grandandtoy.com/>



Key benefits of the program:

- **More “Best Value” items at lower prices:** There are over 2,000 commonly purchased contract items at discounts of up to 85% off list or catalogue price.
- **Electronic Ordering:** These items are highlighted on Grand & Toy’s Internet ordering system at <https://www.grandandtoy.com/sites/corp/default.aspx>. Industry accepted ‘green’ products are highlighted and are integral to this contract.
- **Flexibility and Reporting Ability:** Grand & Toy will evaluate inherent processes of acquiring office supplies, and find better, more responsible ways to buy and supply these products.
- **Account Management** – Grand & Toy will have personal local representation and support with next day delivery when orders are placed prior to 2:00 pm the previous day.
- **Social Responsibility and Sustainability**– Grand & Toy encourages UFV users to place orders efficiently (minimize deliveries) to reduce carbon emissions on campus (**Free** shipping for orders of \$50 or more). Grand & Toy will pick-up for recycling: used/spent print cartridges, disposable batteries, and cardboard packaging materials.

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Key features and provisions of the program:

Effective Date:	All stationery and office supplies may be ordered from Grand & Toy effective February 18, 2009 by authorized account holders.
Other Stationers:	UFV will not place orders with other stationers unless the item is not available from Grand and Toy or the Bookstore.
Bookstore	The Bookstore will continue to supply office supplies from their locations on campuses and will have the ability to order direct from Grand and Toy for non-stock items.
Technology Products, Office Furniture and Paper	These items will continue to be purchased via Purchasing Services or Facilities Services and will be blocked on the Grand and Toy website as they are restricted from acquisition because they are currently sourced from alternate suppliers under separate contracts or require technical review and approval. Grand & Toy has been instructed to re-direct these orders to Purchasing Services for appropriate sourcing and acquisition.
Printer and Toner Cartridges - Bookstore	Users may order all printer cartridges from Grand & Toy on a priority basis. Remanufactured (recycled) cartridges are more cost effective and are available for most printers. In the event that Grand & Toy is unable to deliver the required items due to stock outs, or when the nature of the request requires urgent same-day delivery, users can obtain printer cartridges from the Bookstore or via the Purchasing Division.
Photocopier Toner Cartridges – IKON/Canon	Please note that all Canon Photocopier cartridges must be acquired under contract with IKON and may be obtained from Shipping/Receiving at no charge to the end user.

We look forward to meeting with you to introduce Grand & Toy to the University of the Fraser Valley.

Should you have any questions please feel free to contact Purchasing Staff or me using the contact information below.

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Call Purchasing First