

Los Angeles City College Administrative Services "How To" Book	Vendor Websites	VII
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How Do I Find Los Angeles City College Affiliated Vendor Websites?		

A. Brief Description

The L A City College has access to numerous vendors that provide the college special discounts or reduced pricing via their websites. These vendors are not **contract vendors** (see www.lacitycollege.edu section 5.4). Therefore, single quotations from any of these vendors will not be accepted in lieu of the three required quotations for purchases as per (www.lacitycollege.edu Sections 4.2 and 4.3) of the Purchasing procedures. The individual website address, User Name and Password are provided below.

B. How To

1. Global Office Supplies # 1002511
www.globalofficeequipment.com
 Username: demo
 Password: demo
 Contact Person: Jamil A. Qureshi

2. The Office Connection # 1005442
www.theofficeconnection.us
 User Name: 9336
 Office Depot #89009816
 Account # 89009816
 Password: CC
 Contact Persons: Brideget Guevara, Ext.26
 Ezekiel Guerra, Ext 15

3. <https://bsd.officedepot.com/shop/items/add.do>
 Log on: la city college
 Password: college
 Contact: Erin Culver

4. Systematic Office sup (SOS) # 1002027
<http://www.office-products.com/e-copas/classlookup.asp?hn=systemat>
 Login: LACITYCOLLEGE
 Password: SOS20272
 Company ID: 20272
 Contact: Craig

5. Staples

Contact: Rick Byng

SBA Account Manager

Phone: 1.800.898.2420

ext. 6768

Fax:

714-562-5616

Rick.Byng@staples.com

(No website address was provided for discount pricing. Please Contact Rick.)

6. www.3scorp.com

Account No. 36900

User ID: #36900

Password: LACC

Contact Person: Paul Harburger