

FAMIS for BEGINNERS

Agenda

- User ID / Access
- Password Reset
- Menus / Rollovers
- 3 Types of POs
 - Contracted e-Catalog
 - Contracted non-e-Catalog
 - Non-Contracted
- Search By All Commodities
- Search By Specific Commodity
- PO Creations
- Save Project
- Load Project
- Pre-Encumbrance
- Attachment to PO
- Vendor Inquiry
- Purchasing Thresholds & Guidelines
- Client Services Contact Information



To Get a FAMIS User ID & Password:
Contact your Application Support Liaison

■ **MANHATTAN – ISC 1**

- **Dan Morio – (212) 356-3831**
 - **DMoria@schools.nyc.gov**
- **Nicole Cheatham – (212) 330-9409**
 - **NCheath@schools.nyc.gov**
- **Gregory Michealle – (212) 356-3827**
 - **MGregor2@schools.nyc.gov**



To Get a FAMIS User ID & Password:
Contact your Application Support Liaison

■ **BRONX – ISC 2**

- **Artie Khan – (718) 741-3051**
 - **AKhan@schools.nyc.gov**
- **Ruth Luis – (718) 741-5668**
 - **RLuis@schools.nyc.gov**
- **Germaine Behagen – (718) 741-3085**
 - **GBehage@schools.nyc.gov**
- **Randall Nerissa – (718) 741-7065**
 - **NRandall@schools.nyc.gov**



To Get a FAMIS User ID & Password:
Contact your Application Support Liaison

■ **QUEENS – ISC 3**

- **Raul Chiodo – (718) 391-6860**
 - **RChiodo@schools.nyc.gov**
- **Adriana Sanchez – (718) 391-6862**
 - **ASanche@schools.nyc.gov**
- **Teresa Wagner – (718) 391-8170**
 - **TWagner@schools.nyc.gov**
- **Elton Stafford– (718) 391-6857**
 - **EStafford@schools.nyc.gov**
- **Abdel Ghrabi – (718) 391-6887**
 - **AGhrabi@schools.nyc.gov**



To Get a FAMIS User ID & Password:
Contact your Application Support Liaison

■ **BROOKLYN – ISC 4**

- **Daisy Lind – (718) 935-5882**
 - **DLind@schools.nyc.gov**
- **Yolanda Danforth – (718) 935-5877**
 - **YDanforth@schools.nyc.gov**
- **Jorge Ruiz – (718) 935-5880**
 - **JRuiz@schools.nyc.gov**
- **Theodore Gordon – (718) 935-5922**
 - **TGordon@schools.nyc.gov**



To Get a FAMIS User ID & Password:
Contact your Application Support Liaison

■ **STATEN ISLAND – ISC 5**

- **Gwendolyn Anthony – (718) 556-8368**
 - **GAnthon3@schools.nyc.gov**
- **Annemarie Vardy – (718) 556-8369**
 - **AVardy@schools.nyc.gov**
- **Ron Kostick – (718) 556-8390**
 - **RKostic@schools.nyc.gov**
- **Gordon Gilbert – (718) 420-5638**
 - **GGilbert@schools.nyc.gov**



Need Your FAMIS Password Reset? Was it Revoked?

- Call the NYCDOE IT Service Center at:
 - **(718) 935-5100**
 - Option 1
- A Support Specialist will ask you a couple of questions to verify your identity, then reset it while they are still on the phone with you.
- Afterwards, sign back into FAMIS using your User ID as the User ID **AND** as your Password. You'll be prompted to reset it at that time. Remember that your new password is case sensitive, must be between 5 and 8 characters long, must include at least 1 uppercase letter and at least 1 number, e.g., **Happy2** or **Fun4me**



FAMIS URL:

- <https://dfoforms.nycenet.edu/FamisPortal/login.aspx>

- or -

- <http://schools.nyc.gov>
 - Offices and Programs (left side)
 - C – Contracts & Purchasing - Division of (DCP)
 - FAMIS Portal Login (top right hand corner)

FAMIS 10/18/2007 1:10:01 PM
Mayor's Office | DOE | DFO | Portal News

User ID
estrick

Password
●●●●●●●●●●

Sign In Change Password

The screenshot displays the NYC Department of Education portal interface. At the top left is the department's logo and name, "NYC Department of Education", with "Joel I. Klein, Chancellor" below it. A navigation bar includes links for "Mayor's Office", "DOE", "DOE Email", and "Personnel Directory". A user greeting reads "Welcome, STRICKLAND, EVELYN" with links for "Edit Profile" and "Sign Out". On the left, a sidebar menu lists "Purchasing / Payments", "Approval", "Inquiry", and "Miscellaneous", with "Purchasing / Payments" highlighted by a red box. The main content area, titled "FAMIS NEWS", contains a red arrow pointing to a "**** Famis Alert ***" message. The message text states: "10/18: Due To Issues With The City's System, Portal Transactions Will Be Held Temporarily And/Or Receive A City Error. Please Do Not Resubmit Them As They Will Process Normally Later This Morning.Thank You. Please Continue To Certify Delivery. If You Have Any Questions Contact Your Isc." Below the message is a line of asterisks and a partially visible line starting with "* Fu9999 (Oct) 10-2007 For Input, 04-9999 (Fiscal Period) For Input".

NYC Department of Education
 Joel I. Klein, Chancellor

Mayor's Office | DOE | DOE Email | Personnel Directory

Welcome, STRICKLAND, EVELYN [Edit Profile](#) | [Sign Out](#)

Purchasing / Payments

- Adjustments & Payments
- Asian Library Ordering
- Banking Survey
- Cert. Of Delivery
- Consultant Approval
- Core Curriculum
- Courier: Special Delivery
- Financial Processing
- M. S. Intervention Order
- Non-list Requisition
- PA/PTA Grant Program
- Pre-encumbrance
- Procurement Card
- Purchasing**
- Report Card Ordering
- SIPP
- Wilson Ordering
- Voucher

FAMIS NEWS

**** Famis News ***

Please Continue To Certify Delivery. If You Have Any Questions Contact Your Isc.

 * Fy2008 (Oct) 10 2007 For Input, 04 2008 (Fiscal Period) For Inquiry
 * Fy2007 13 2007 For Input And Inquiry
 * Famis@Schools.Nyc.Gov For Assistance

Please Click On The Broadcast Message On The Left Side For Detail Broad

Doc Status Approval Cer

Purchasing Setup

^ Purchasing / Payments

^ Approval

^ Inquiry

^ Miscellaneous

Options

+ Contracted

+ Non-Contracted

Change Notice

Welcome to the Purchasing application.

Contracted: Select this to order from the E-Catalog (textbooks, general supplies, computers, audio/visual media, instructional materials, wireless service, internal service, coach bus etc.), place orders for Professional Services, Listing Applications, or use the Non-List option. This includes internal professional services available to Empowerment Schools.

Purchasing Setup

^ Purchasing / Payments

^ Approval

^ Inquiry

^ Miscellaneous

Options

+ Contracted

+ Non-Contracted

Change Notice

Welcome to the Purchasing application.

Non-Contracted: Non-contracted ordering, including 3-bids, No Bids, Sole Vendor, Exception to Bid, and Competitive Grant.

Purchasing Setup

^ Purchasing / Payments

^ Approval

^ Inquiry

^ Miscellaneous

Options



Contracted



Non-Contracted

Change Notice

Welcome to the Purchasing application.

Non-Contracted: Non-contracted ordering, including 3-bids, No Bids, Sole Vendor, Exception to Bid, and Competitive Grant.

Purchasing Setup

^ Purchasing / Payments

^ Approval

^ Inquiry

^ Miscellaneous

Options

Contracted

E-Catalog

Non-List

Professional Service

Listing Applications

Non-Contracted

Change Notice

Welcome to the Purchasing application.

Contracted: Select this to order from the E-Catalog (textbooks, general supplies, computers, audio/visual media, instructional materials, wireless service, internal service, coach bus etc.), place orders for Professional Services, Listing Applications, or use the Non-List option. This includes internal professional services available to Empowerment Schools.

Purchasing Setup

[^ Purchasing / Payments](#)
 [^ Approval](#)
 [^ Inquiry](#)
 [^ Miscellaneous](#)

Options

Contracted

- E-Catalog
 - TextBooks
 - Computer software
 - Audio/Visual media
 - Supplies, Hardware & Instructional Materials
- Wireless Service
 - New Phone & Plan
 - Equip. Replacement
 - Renew Service Plan
 - Blackberry License
 - New Plan Purchase
 - Termination
- Internal Service
 - Coach Bus
 - Non-List
 - Professional Service
 - Listing Applications

Non-Contracted

- 3-bids
- No Bids
- Sole Vendor
- Exception to Bid
- Competitive Grant
- Change Notice

Welcome to the Purchasing application.

Preview All Commodities

E-Catalog: The E-Catalog contains all items from Fastrack and more. Select E-Catalog to order textbooks, computers, instructional materials, general supplies, audio visual equipment, wireless devices. This includes internal professional services available to Empowerment Schools. Internal services can only be purchased with funds listed under the 0998 object code. Please use the Galaxy system to transfer funds to the 0998 object code if they do not appear here. Note that funds will not be available in FAMIS for approximately 24 hours, etc.

CONTRACTED e-Catalog POs

CONTRACTED non-e-Catalog POs

NON-CONTRACTED POs

Purchasing Setup

^ Purchasing / Payments

^ Approval

^ Inquiry

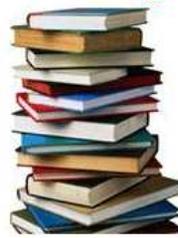
^ Miscellaneous

Options

- Contracted
- E-Catalog
 - TextBooks
 - Computer software
 - Audio/Visual media
 - Supplies, Hardware & Instructional Materials
- Wireless Service
- Internal Service
- Coach Bus
- Non-List
- Professional Service

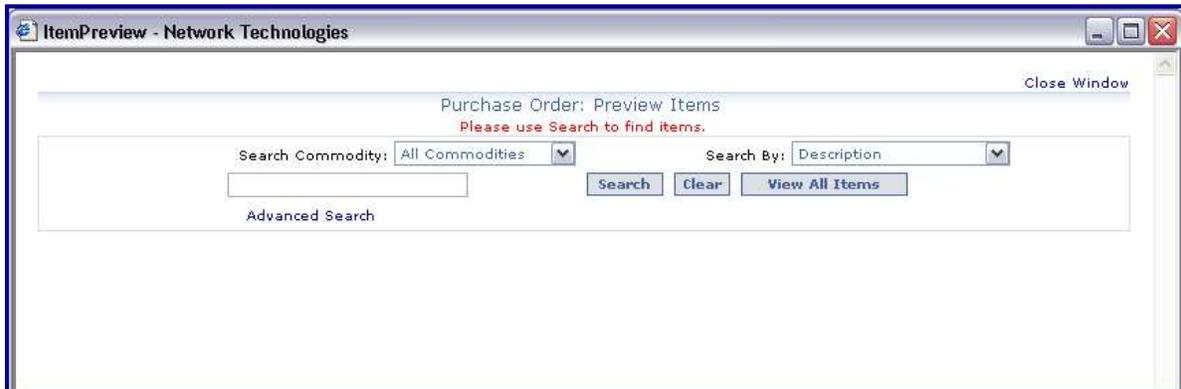
Welcome to the Purchasing application.

[Preview All Commodities](#)



[Preview Textbooks](#)

Includes textbooks, student workbooks, teacher materials, trade books, etc.



Purchase Order: Preview Items Close

Please use Search to find items.

Search Commodity: All Commodities Search By: Description

everyday math Search Clear View All Items

Advanced Search

Close Window

Purchase Order: Preview Items

Search Commodity: All Commodities Search By: Description

everyday math Search Clear View All Items

Advanced Search

<< Prior Next >>

340 results found. 1 to 20 displayed.

Commodity	Item #	Description	Long Desc.	View	U/M	Net Price	MSDS	NYSTL	Vendor	Add'l
Textbooks	076045749	EVERYDAY MATH 3RD EDITION, GRADE 3 CONTENT BY STRAND POSTER			EACH	\$ 2.70		D		
Textbooks	076045919	EVERYDAY MATH 3RD EDITION, GRADE 4 CONTENT BY STRAND POSTER			EACH	\$ 2.70		D		
Textbooks	075794861	EVERYDAY MATH DOT DICE			EACH	\$ 3.08		D		
Textbooks	076002004	EVERYDAY MATH - GEOMETRY POSTER GRADE 4			EACH	\$ 3.67		D		
Textbooks	076002020	EVERYDAY MATH - PROBABILITY METER POSTER GRADE 5			EACH	\$ 3.67		D		
Textbooks	07600208X	EVERYDAY MATH - THERMOMETER POSTER GRADE 1-2			EACH	\$ 3.67		D		
Textbooks	570399432	EVERYDAY MATHEMATICS MINUTE MATH: CONSUMABLE ACTIVITY SHEETS AND HOME LINKS			EACH	\$ 4.05		A		
Textbooks	07572863X	EVERYDAY MATH SIGN IN\SIGN OUT POSTER (GRADES 1-3)			EACH	\$ 3.82		D		
Textbooks	075728648	EVERYDAY MATH SIGN IN\SIGN OUT POSTER (GRADES 4-6)			EACH	\$ 3.82		D		
Textbooks	570399440	EVERYDAY MATHEMATICS MINUTE MATH: CONSUMABLE HOME LINKS, GRADE 1			EACH	\$ 4.50		A		
Textbooks	570399459	EVERYDAY MATHEMATICS MINUTE MATH: HOME LINKS, GRADE 2			EACH	\$ 4.50		A		

Purchase Order: Preview Items

Search Commodity: All Commodities Search By: Description

desktop Search Clear View All Items

Advanced Search

<< Prior Next >>

Next 20 results. 21 to 40 out of 128 displayed.

Commodity	Item #	Description	Long Desc.	View	U/M	Net Price	MSDS	NYSTL	Vendor	Add'l
<u>Textbooks</u>	401850153	ACCESSING AUTODESK ARCHITECTURAL DESKTOP 2004			EACH	\$ 67.51		A		
<u>Comp Software</u>	972183531	APPLE REMOTE DESKTOP 3.0 10 CLIENT RETAIL BOX\10 LICENSE			ROM	\$ 141.55		A		
<u>Comp Software</u>	97218354X	APPLE REMOTE DESKTOP 3.0 UNLIMITED CLIENT RETAIL BOX\LICENSE			ROM	\$ 284.05		A		
<u>Gen Supplies</u>	082184208	STAPLES WIRE RACK DESKTOP ORGANIZER 6-SECTION BLACK 6 1\2"H X 4 3\8"W X 8"D			EACH	\$ 0.66		D		
<u>Gen Supplies</u>	081201621	STAPLES WIRE RACK DESKTOP ORGANIZER 11-SECTION CHROME 9"H X 8 1\2"W X 12 1\4"D			EACH	\$ 1.44		D		
<u>Gen Supplies</u>	082183546	STAPLES WIRE RACK DESKTOP ORGANIZER 8-SECTION BLACK 8 1\2"H X 10 3\4"W X 13 1\8"D			EACH	\$ 1.85		D		
<u>Gen Supplies</u>	081201885	STAPLES WIRE RACK DESKTOP ORGANIZER 8-SECTION CHROME 8 1\2"H X 10 3\4"W X 13 1\8"D			EACH	\$ 1.88		D		
<u>Gen Supplies</u>	087816334	STAPLES POLY EXPANDING DESKTOP FILE BLACK 9 1\2"H X 13 3\8"W			EACH	\$ 2.34		D		
<u>Gen Supplies</u>	085678848	3M SCOTCH DESKTOP TAPE DISPENSERS BLACK TWO-TONE			EACH	\$ 3.00		D		

Purchase Order: Preview Items

Search Commodity: All Commodities Search By: Description

lateral file Search Clear View All Items

Advanced Search

<< Prior Next >>

46 results found, 1 to 20 displayed.

Commodity	Item #	Description	Long Desc.	View	U/M	Net Price	MSDS	NYSTL	Vendor	Add'l
Gen Supplies	966002008	LATERAL FILE,2 DRAW,36"W,BLACK SOLID DRAWER FRONTS, DIV & ROD			EACH	\$ 219.35		D		
Gen Supplies	966002040	LATERAL FILE,2 DRAW,36"W,PUTTY SOLID DRAWER FRONTS, DIV & ROD			EACH	\$ 219.35		D		
Gen Supplies	966002105	LATERAL FILE,2 DRAW,36"W,BLACK RETRACTABLE FLIP FRONT DRAWS			EACH	\$ 235.40		D		
Gen Supplies	966002113	LATERAL FILE,2 DRAW,36"W,PUTTY RETRACTABLE FLIP FRONT DRAWS			EACH	\$ 235.40		D		
Gen Supplies	966002202	LATERAL FILE,2 DRAW,42"W,BLACK SOLID DRAWER FRONTS, DIV & ROD			EACH	\$ 235.40		D		
Gen Supplies	966002245	LATERAL FILE,2 DRAW,42"W,PUTTY SOLID DRAWER FRONT, DIV & RODS			EACH	\$ 235.40		D		
Gen Supplies	96600230X	LATERAL FILE,2 DRAW,42"W,BLACK RETRACTABLE FLIP FRONT DRAWS			EACH	\$ 246.10		D		
Gen Supplies	966002342	LATERAL FILE,2 DRAW,42"W,PUTTY RETRACTABLE FLIP FRONT DRAWS			EACH	\$ 246.10		D		
Gen Supplies	966003004	LATERAL FILE,3 DRAW,36"W,BLACK SOLID DRAWER FRONTS, DIV & ROD			EACH	\$ 283.55		D		
Gen Supplies	966003047	LATERAL FILE,3 DRAW,36"W,PUTTY SOLID DRAWER FRONTS, DIV & ROD			EACH	\$ 283.55		D		
Gen Supplies	966003101	LATERAL FILE,3 DRAW,36"W,BLACK RETRACTABLE FLIP FRONT DRAWS			EACH	\$ 288.90		D		
Gen Supplies	966003144	LATERAL FILE,3 DRAW,36"W,PUTTY RETRACTABLE FLIP FRONT DRAWS			EACH	\$ 288.90		D		

Purchase Order: Preview Items

Search Commodity: Search By:

Advanced Search

<< Prior Next >>

23 results found, 1 to 20 displayed.

Commodity	Item #	Description	Long Desc.	View	U/M	Net Price	MSDS	NYSTL	Vendor	Add'l
Gen Supplies	966002040	LATERAL FILE,2 DRAW,36"W,PUTTY SOLID DRAWER FRONTS, DIV & ROD			EACH	\$ 219.35		D		
Gen Supplies	966002113	LATERAL FILE,2 DRAW,36"W,PUTTY RETRACTABLE FLIP FRONT DRAWS			EACH	\$ 235.40		D		
Gen Supplies	966002245	LATERAL FILE,2 DRAW,42"W,PUTTY SOLID DRAWER FRONT, DIV & RODS			EACH	\$ 235.40		D		
Gen Supplies	966002342	LATERAL FILE,2 DRAW,42"W,PUTTY RETRACTABLE FLIP FRONT DRAWS			EACH	\$ 246.10		D		
Gen Supplies	966003047	LATERAL FILE,3 DRAW,36"W,PUTTY SOLID DRAWER FRONTS, DIV & ROD			EACH	\$ 283.55		D		
Gen Supplies	966003144	LATERAL FILE,3 DRAW,36"W,PUTTY RETRACTABLE FLIP FRONT DRAWS			EACH	\$ 288.90		D		
Gen Supplies	966003241	LATERAL FILE,3 DRAW,42"W,PUTTY SOLID DRAWER FRONTS, DIV & ROD			EACH	\$ 304.95		D		
Gen Supplies	979006376	LATERAL FILE CAB, 2 DRAW BASIC 36 COMES WITH LOCK & KEY, PUTTY			EACH	\$ 306.00		D		
Gen Supplies	966003349	LATERAL FILE,3 DRAW,42"W,PUTTY RETRACTABLE FLIP FRONT DRAWS			EACH	\$ 321.00		D		
Gen Supplies	966004043	LATERAL FILE,4 DRAW,36"W,PUTTY SOLID DRAWER FRONTS, DIV & ROD			EACH	\$ 364.87		D		

Purchase Order: Preview Items Close Window

Search Commodity: Search By:

Advanced Search

23 results found. 1 to 20 displayed.

Next >>

Commodity	Item #	Description	Long Desc.	View	U/M	Net Price	MSDS	NYSTL	Vendor	Add'tl
Gen Supplies	966002040	LATERAL FILE,2 DRAW,36"W,PUTTY SOLID DRAWER FRONTS, DIV & ROD			EACH	\$ 219.35		D		
Gen Supplies	966002113	LATERAL FILE,2 DRAW,36"W,PUTTY RETRACTABLE FLIP FRONT DRAWS			EACH	\$ 235.40		D		
Gen Supplies	966002245	LATERAL FILE,2 DRAW,42"W,PUTTY SOLID DRAWER FRONT, DIV & RODS			EACH	\$ 235.40		D		
Gen Supplies	966002342	LATERAL FILE,2 DRAW,42"W,PUTTY RETRACTABLE FLIP FRONT DRAWS			EACH	\$ 246.10		D		
Gen Supplies	966003047	LATERAL FILE,3 DRAW,36"W,PUTTY SOLID DRAWER FRONTS, DIV & ROD			EACH	\$ 283.55		D		
Gen Supplies	966003144	LATERAL FILE,3 DRAW,36"W,PUTTY RETRACTABLE FLIP FRONT DRAWS			EACH	\$ 288.90		D		

Purchase Order: Preview Items Close window

Search Commodity:

Search By:

23 results found. 1 to 20 displayed.

Next >>

Commodity	Item #	Description	Long Desc.	View	U/M	Net Price	MSDS	NYSTL	Vendor	Add'l
Gen Supplies	966002040	LATERAL FILE,2 DRAW,36"W,PUTTY SOLID DRAWER FRONTS, DIV & ROD			EACH	\$ 219.35		D		
Gen Supplies	966002113	LATERAL FILE,2 DRAW,36"W,PUTTY RETRACTABLE FLIP FRONT DRAWS			EACH	\$ 235.40		D		
Gen Supplies	966002245	LATERAL FILE,2 DRAW,42"W,PUTTY SOLID DRAWER FRONT, DIV & RODS			EACH	\$ 235.40		D		
Gen Supplies	966002342	LATERAL FILE,2 DRAW,42"W,PUTTY RETRACTABLE FLIP FRONT DRAWS			EACH	\$ 246.10		D		
Gen Supplies	966003047	LATERAL FILE,3 DRAW,36"W,PUTTY SOLID DRAWER FRONTS, DIV & ROD			EACH	\$ 283.55		D		
Gen Supplies	966003144	LATERAL FILE,3 DRAW,36"W,PUTTY RETRACTABLE FLIP FRONT DRAWS			EACH	\$ 288.90		D		

Purchase Order: Preview Items

Search Commodity: **Textbooks** Search By: Description

Advanced Search

<< Prior Next >>

Over 500 total items for this item category. 1 to 20 displayed.

Commodity	Item #	Description	Long Desc.	View	U/M	Net Price	MSDS	NYSTL	Vendor	Add'l
Textbooks	890517495	RATS, BULLS, AND FLYING MACHINES TEACHER'S GUIDE			EACH	\$ 0.00		D		
Textbooks	890517320	LISTEN MY CHILDREN, FOURTH GRADE			EACH	\$ 4.42		A		
Textbooks	890517339	LISTEN MY CHILDREN, FIFTH GRADE			EACH	\$ 4.42		A		
Textbooks	890517282	LISTEN MY CHILDREN, GRADE K			EACH	\$ 4.42		A		
Textbooks	890517290	LISTEN MY CHILDREN, GRADE 1			EACH	\$ 4.42		A		
Textbooks	890517304	LISTEN MY CHILDREN, SECOND GRADE			EACH	\$ 4.42		A		
Textbooks	890517312	LISTEN MY CHILDREN, THIRD GRADE			EACH	\$ 4.42		A		
Textbooks	890517681	KING ARTHUR AND THE KNIGHTS OF THE ROUND TABLE			EACH	\$ 7.10		A		
Textbooks	890517002	GULLIVER'S TRAVELS			EACH	\$ 7.10		A		
Textbooks	890517029	ROBINSON CRUSOE			EACH	\$ 7.10		A		

Purchase Order: Preview Items Close Window

Search Commodity: Textbooks Search By: Description

horse Search Clear View All Items

Advanced Search

<< Prior Next >>

403 results found. 1 to 20 displayed.

Commodity	Item #	Description	Long Desc.	View	U/M	Net Price	MSDS	NYSTL	Vendor	Add'l
Textbooks	789440008	EYEWITNESS READERS LV 4 HORSE HEROES			EACH	\$ 3.18		A		
Textbooks	789444747	DK READERS LEVEL 4: TROJAN HORSE PB			EACH	\$ 3.18		A		
Textbooks	439343879	HORSE IN THE HOUSE			EACH	\$ 3.26		A		
Textbooks	439444764	THE RUNAWAY RACEHORSE			EACH	\$ 3.22		A		
Textbooks	590254774	THE HORSE AND HIS BOY			EACH	\$ 3.68		A		
Textbooks	895987619	ROCKING HORSE WINNER, THE			EACH	\$ 3.40		A		
Textbooks	590412027	WHY DON'T YOU GET A HORSE SAMADAMS			EACH	\$ 3.67		A		
Textbooks	439425115	HEARTLAND HEALING HORSES, HEALING HEARTS...			EACH	\$ 4.08		A		
Textbooks	792276671	GHOST HORSES (MYSTERIES IN OUR NATIONAL PARKS (SOFTCOVER)			EACH	\$ 4.14		A		
Textbooks	764127845	THE WITCHES OF WINGED-HORSE MOUNTAIN			EACH	\$ 4.36		A		
Textbooks	764153226	CHUNKY FARM HORSE			EACH	\$ 4.36		A		

Purchase Order: Preview Items Close Window

Search Commodity: Textbooks Search By: Description

horse courage Search Clear View All Items

Advanced Search

3 results found.

Commodity	Item #	Description	Long Desc.	View	U/M	Net Price	MSDS	NYSTL	Vendor	Add'd
Textbooks	56254187X	HORSE CALLED COURAGE, A (ADVENTURE)			BOOK	\$ 5.90		A		
Textbooks	562544801	A HORSE CALLED COURAGE READ-ALONG CASSETTE			EACH	\$ 13.95		D		
Textbooks	836822803	RIDE OF COURAGE (TREASURED HORSES COLLECTION)			EACH	\$ 18.75		A		

Purchase Order: Preview Items Close Window

Search Commodity: Textbooks Search By: Description

horse courage Search Clear View All Items

Advanced Search

3 results found.

Commodity	Item #	Description	Long Desc.	View	U/M	Net Price	MSDS	NYSTL	Vendor	Add'l
Textbooks	56254187X	HORSE CALLED COURAGE, A (ADVENTURE)			BOOK	\$ 5.90		A		
Textbooks	562544801	A HORSE CALLED COURAGE READ-ALONG CASSETTE			EACH	\$ 13.95		D		
Textbooks	836822803	RIDE OF COURAGE (TREASURED HORSES COLLECTION)			EACH	\$ 18.75		A		

ItemPreview - Network Technologies

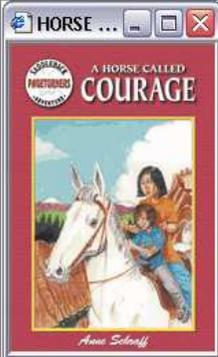
Purchase Order: Preview Items Close Window

Search Commodity: Textbooks Search By: Description

horse courage Search Clear View All Items

Advanced Search

#	Description	Long Desc.	View	U/M	Net Price	MSDS	NYSTL	Vendor	Add'l
87X	HORSE CALLED COURAGE, A (ADVENTURE)			BOOK	\$ 5.90		A		
901	A HORSE CALLED COURAGE READ-ALONG CASSETTE			EACH	\$ 13.95		D		
803	RIDE OF COURAGE (TREASURED HORSES COLLECTION)			EACH	\$ 18.75		A		



Purchase Order: Preview Items Close Window

Search Commodity: Textbooks Search By: Description

horse courage Search Clear View All Items

Advanced Search

3 results found.

Commodity	Item #	Description	Long Desc.	View	U/M	Net Price	MSD	NYSTL Vendor	Add'l
Textbooks	56254187X	HORSE CALLED COURAGE, A (ADVENTURE)			BOOK	\$ 5.90		A	
Textbooks	562544801	A HORSE CALLED COURAGE READ-ALONG CASSETTE			EACH	\$ 13.95		D	
Textbooks	836822803	RIDE OF COURAGE (TREASURED HORSES COLLECTION)			EACH	\$ 18.75		A	

Note: In the original image, a red box highlights the 'NYSTL Vendor' column for the first row, and a red arrow points to the 'A' in the 'NYSTL Vendor' column for the third row. A tooltip 'ALLOWED' is visible over the 'A' in the third row.

Purchase Order: Preview Items Close Window

Search Commodity: Textbooks Search By: Description

horse courage Search Clear View All Items

Advanced Search

3 results found.

Commodity	Item #	Description	Long Desc.	View	U/M	Net Price	MSDS	NYSTL	Vendor	Add'l
Textbooks	56254187X	HORSE CALLED COURAGE, A (ADVENTURE)			BOOK	\$ 5.90		A		
Textbooks	562544801	A HORSE CALLED COURAGE READ-ALONG CASSETTE			EACH	\$ 13.95		D		
Textbooks	836822803	RIDE OF COURAGE (TREASURED HORSES COLLECTION)			EACH	\$ 18.75		A		

Note: A red box highlights the 'Vendor' column header, and a red arrow points to the 'Vendor' icon in the third row.

Vendor Information

Vendor Number: GAR015000
 Vendor Name: GARETH STEVENS, INC

Suffix: 01
 Address: 330 WEST OLIVE STREET SUITE 100
 City: MILWAUKEE
 State: WI Zip: 53212
 Country: USA
 Contact Name: TRISH CANAPA
 E-mail: TRISH@GSPUB.COM
 Phone: (800) 341-3569 Fax: (414) 336-0156
 Toll Free:

3 results found
 Commodity
 Textbooks
 Textbooks
 Textbooks

Price	MSDS	NYSTL	Vendor	Add'l
5.90	A			
8.95	D			
8.75	A			

Close Window

Purchase Order: Preview Items

Search Commodity: Search By:

Advanced Search

3 results found.

Commodity	Item #	Description	Long Desc.	View	U/M	Net Price	MSDS	NYSTL	Vendor	Add'l
Textbooks	56254187X	HORSE CALLED COURAGE, A (ADVENTURE)			BOOK	\$ 5.90				
Textbooks	562544801	A HORSE CALLED COURAGE READ ALONG CASSETTE								
Textbooks	836822803	RIDE OF COURAGE (TREASURED HORSES COLLECTION)								

Item #56254187X

Description: HORSE CALLED COURAGE, A (ADVENTURE)
Net Price: \$ 5.90
Vendor Catalog #: SP 1870
Expiration Date: 6/30/2011
Initiation Date: 10/22/2001
Contract Expiration Date: 8/31/2008
ISBN - 10 Number: 1562541870
ISBN - 13 Number:
Manufacturer #:
Manufacturer Name:
Brand/Model:
Contract: 7000113
Author: ANNE SHRAFF
Subject Area: L
Language: ENGLISH
Grade: 5-12
Book Form: PB
Book Type: CR
Braille Usage: N

Purchase Order: Preview Items Close window

Search Commodity: Textbooks Search By: Description

Advanced Search Search Clear View

<< Prior Next >>

Over 500 total items for this item category. 1 to 20 displayed.

Commodity	Item #	Description	Long Desc.	View U/M	Net	or Add'tl
D	55548050X	CLUED IN! ON ADDICTION AND THE BRAIN WORKBOOK		EACH	\$	
D	555480518	CLUED IN! ON SAYING NO WORKBOOK		EACH	\$	
D	555480550	CHARACTER ED SAYS COURTESY IS CONGAGIOUS WRKBOOK		EACH	\$ 4.95	
D	555480569	CHARACTER ED SAYS KEEP YOUR COOL WORKBOOK		EACH	\$ 4.95	
D	555480577	CHARACTER ED SAYS HONESTY COUNTS WORKBOOK		EACH	\$ 4.95	
D	555481484	CLUED IN! ON STREET DRUGS WORKBOOK		EACH	\$ 4.95	
D	555481492	CLUED IN! ON MEDICINES WORKBOOK		EACH	\$ 4.95	
D	555483126	CLUED IN ON ALCOHOL WORKBOOK		EACH	\$ 4.95	
D	555483134	CLUED IN ON INHALANTS WORKBOOK		EACH	\$ 4.95	
D	555483142	CLUED IN ON MARIJUANA WORKBOOK		EACH	\$ 4.95	
D	555483150	CLUED IN ON TOBACCO WORKBOOK		EACH	\$ 4.95	
A	755515110	OUTSMARTING GATEWAY DRUGS WITH DR. CRANIAC WORKBOOK		EACH	\$ 4.95	
A	755515315	ADVENTURES IN COURAGE		EACH	\$ 4.95	

SUBJECT AREAS

- B - Business
- FA - Fine Arts
- FL - Foreign Language
- I - Intervention
- EB - ESL Bilingual
- L - Literacy
- LA - Language Arts
- M - Math
- P - Phonics
- R - Literature
- S - Science
- SS - Social Studies
- T - Test Preparation
- V - Vocational

Purchase Order: Preview Items Close Window

Search Commodity: Textbooks Search By: Item Number

Advanced Search Search Clear View

<< Prior Next >>

Over 500 total items for this item category. 1 to 20 displayed.

Commodity	Item #	Description	Long Desc.	View U/M	Net P	or Add it
D	55548050X	CLUED IN! ON ADDICTION AND THE BRAIN WORKBOOK		EACH	\$ 4.95	🔍 ⓘ
D	555480518	CLUED IN! ON SAYING NO WORKBOOK		EACH	\$ 4.95	🔍 ⓘ
D	555480550	CHARACTER ED SAYS COURTESY IS CONGAGIOUS WRKBOOK		EACH	\$ 4.95	🔍 ⓘ
D	555480569	CHARACTER ED SAYS KEEP YOUR COOL WORKBOOK		EACH	\$ 4.95	🔍 ⓘ
D	555480577	CHARACTER ED SAYS HONESTY COUNTS WORKBOOK		EACH	\$ 4.95	🔍 ⓘ
D	555481484	CLUED IN! ON STREET DRUGS WORKBOOK		EACH	\$ 4.95	🔍 ⓘ
D	555481492	CLUED IN! ON MEDICINES WORKBOOK		EACH	\$ 4.95	🔍 ⓘ
D	555483126	CLUED IN ON ALCOHOL WORKBOOK		EACH	\$ 4.95	🔍 ⓘ
D	555483134	CLUED IN ON INHALANTS WORKBOOK		EACH	\$ 4.95	🔍 ⓘ
D	555483142	CLUED IN ON MARIJUANA WORKBOOK		EACH	\$ 4.95	🔍 ⓘ
D	555483150	CLUED IN ON TOBACCO WORKBOOK		EACH	\$ 4.95	🔍 ⓘ
A	755515110	OUTSMARTING GATEWAY DRUGS WITH DR CRANIAC WORKBOOK		EACH	\$ 4.95	🔍 ⓘ
A	755515315	ADVENTURES IN COURAGE		EACH	\$ 4.95	🔍 ⓘ
A	755515323	ADVENTURES IN EMPATHY WORKBOOK		EACH	\$ 4.95	🔍 ⓘ
A	755515331	ADVENTURES IN PERSEVERANCE		EACH	\$ 4.95	🔍 ⓘ

BOOK FORMS

- A - Audio
- C - Consumable
- EB - e-Book
- HC - Hardcover
- K - Kit
- PB - Paperback
- TP - Trade Paper
- S - Software
- V - Video

Purchase Order: Preview Items Close Window

Search Commodity: Textbooks Search By: Item Number

Advanced Search Search Clear View

<< Prior Next >>

Over 500 total items for this item category. 1 to 20 displayed.

Commodity	Item #	Description	Long Desc.	View U/M	Net	or Add'l
D	55548050X	CLUED IN! ON ADDICTION AND THE BRAIN WORKBOOK		EACH	\$ 4.95	ⓘ
D	555480518	CLUED IN! ON SAYING NO WORKBOOK		EACH	\$ 4.95	ⓘ
D	555480550	CHARACTER ED SAYS COURTESY IS CONGAGIOUS WRKBOOK		EACH	\$ 4.95	ⓘ
D	555480569	CHARACTER ED SAYS KEEP YOUR COOL WORKBOOK		EACH	\$ 4.95	ⓘ
D	555480577	CHARACTER ED SAYS HONESTY COUNTS WORKBOOK		EACH	\$ 4.95	ⓘ
D	555481484	CLUED IN! ON STREET DRUGS WORKBOOK		EACH	\$ 4.95	ⓘ
D	555481492	CLUED IN! ON MEDICINES WORKBOOK		EACH	\$ 4.95	ⓘ
D	555483126	CLUED IN ON ALCOHOL WORKBOOK		EACH	\$ 4.95	ⓘ
D	555483134	CLUED IN ON INHALANTS WORKBOOK		EACH	\$ 4.95	ⓘ
D	555483142	CLUED IN ON MARIJUANA WORKBOOK		EACH	\$ 4.95	ⓘ
D	555483150	CLUED IN ON TOBACCO WORKBOOK		EACH	\$ 4.95	ⓘ
A	755515110	OUTSMARTING GATEWAY DRUGS WITH DR. CRANIAC WORKBOOK		EACH	\$ 4.95	ⓘ
A	755515315	ADVENTURES IN COURAGE		EACH	\$ 4.95	ⓘ
A	755515323	ADVENTURES IN EMPATHY WORKBOOK		EACH	\$ 4.95	ⓘ
A	755515331	ADVENTURES IN PERSEVERANCE		EACH	\$ 4.95	ⓘ

BOOK TYPES

- CR - Classroom Material
- SW - Student Workbook
- TB - Textbook
- TD - Tradebook
- TR - Teacher Resource

Purchase Order: Preview Items Close Window

Search Commodity: Textbooks Search By: Item Number

Advanced Search Search Clear View

<< Prior Next >>

Over 500 total items for this item category. 1 to 20 displayed.

Commodity	Item #	Description	Long Desc.	View U/M	Net	or Add'tl
D	55548050X	CLUED IN! ON ADDICTION AND THE BRAIN WORKBOOK		EACH	\$ 4.95	ⓘ
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D	555480577	CHARACTER ED SAYS HONESTY COUNTS WORKBOOK		EACH	\$ 4.95	ⓘ
D	555481484	CLUED IN! ON STREET DRUGS WORKBOOK		EACH	\$ 4.95	ⓘ
D	555481492	CLUED IN! ON MEDICINES WORKBOOK		EACH	\$ 4.95	ⓘ
D	555483126	CLUED IN ON ALCOHOL WORKBOOK		EACH	\$ 4.95	ⓘ
D	555483134	CLUED IN ON INHALANTS WORKBOOK		EACH	\$ 4.95	ⓘ
D	555483142	CLUED IN ON MARIJUANA WORKBOOK		EACH	\$ 4.95	ⓘ
D	555483150	CLUED IN ON TOBACCO WORKBOOK		EACH	\$ 4.95	ⓘ
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A	755515331	ADVENTURES IN PERSEVERANCE		EACH	\$ 4.95	ⓘ

Item Number
 ISBN-10 Number
 ISBN-13 Number
 Description
 Vendor Number
 Vendor Name
 Contract Number
 Vendor Catalog #
 Manufacturer Name
 Manufacturer Item #
 Brand / Model
 Author
 Subject Area
 Language
 Grade
 Book Form
 Book Type
 Braille Usage

Braille Usage
 Y - Yes
 N - No

Close Window

Purchase Order: Preview Items

Search Commodity: **Internal Services** Search By: Description

Search Clear View All Items

Advanced Search

<< Prior Next >>

152 total items for this item category. 1 to 20 displayed.

Commodity	Item #	Description	Long Desc.	View U/M	Net Price	Reg.	NYSTL	Vendor	Add'l
Internal Services	TLI001000	OAIS: SCRATCHING THE SURFACE: A QUICK BATTERY OF START-UP ASSESSMENTS FOR ACADEMIC INTERVENTION		WORKSHOP	\$ 20.00		A		
Internal Services	TLI001001	OAIS: EMBEDDED INTERVENTIONS IN THE IMPACT MATHEMATICS PROGRAM		WORKSHOP	\$ 20.00		A		
Internal Services	TLI001002	OAIS: BUILDING FLUENCY IN STRUGGLING READERS: GREAT LEAPS AND BEYOND		WORKSHOP	\$ 20.00		A		
Internal Services	TLI001003	OAIS: USING SELF-QUESTIONING STRATEGIES TO BOOST COMPREHENSION		WORKSHOP	\$ 20.00		A		
Internal Services	TLI001004	OAIS: FROM RHYME TO REASON: BUILDING PHONEMIC AWARENESS SKILLS IN YOUNG CHILDREN		WORKSHOP	\$ 20.00		A		
Internal Services	TLI001005	OAIS: EMBEDDED INTERVENTIONS IN THE EVERYDAY MATHEMATICS PROGRAM		WORKSHOP	\$ 20.00		A		
Internal Services	S48010025	THE OFFICE OF SP/ED INITIATIVES IS PROVIDING A WILSON FOUNDATIONS ONE-DAY WORKSHOP IN QUEENS - TARGETED FOR KINDERGARTEN TEACHERS - ON 10/19/07.		PARTICIPANT	\$ 25.00		A		
Internal Services	S48010026	THE OFFICE OF SP/ED INITIATIVES IS PROVIDING A WILSON FOUNDATIONS ONE-DAY WORKSHOP IN BKLYN -		PARTICIPANT	\$ 25.00		A		

Purchase Order: Preview Items

Search Commodity: Internal Services Search By: Description

Search Clear View All Items

Advanced Search

<< Prior Next >>

152 total items for this item category. 1 to 20 displayed.

Commodity	Item #	Description	Long Desc.	View U/M	Net Price	Reg.	NYSTL	Vendor	Add'l
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Internal Services	TLI001001	OAIS: EMBEDDED INTERVENTIONS IN THE IMPACT MATHEMATICS PROGRAM		WORKSHOP	\$ 20.00		A		
Internal Services	TLI001002	OAIS: BUILDING FLUENCY IN STRUGGLING READERS: GREAT LEAPS AND BEYOND		WORKSHOP	\$ 20.00		A		
Internal Services	TLI001003	OAIS: USING SELF-QUESTIONING STRATEGIES TO BOOST COMPREHENSION		WORKSHOP	\$ 20.00		A		
Internal Services	TLI001004	OAIS: FROM RHYME TO REASON: BUILDING PHONEMIC AWARENESS SKILLS IN YOUNG CHILDREN		WORKSHOP	\$ 20.00		A		
Internal Services	TLI001005	OAIS: EMBEDDED INTERVENTIONS IN THE EVERYDAY MATHEMATICS PROGRAM		WORKSHOP	\$ 20.00		A		
Internal Services	S48010025	THE OFFICE OF SP'ED INITIATIVES IS PROVIDING A WILSON FOUNDATIONS ONE-DAY WORKSHOP IN QUEENS - TARGETED FOR KINDERGARTEN TEACHERS - ON 10\19\07.		PARTICIPANT	\$ 25.00		A		
Internal Services	S48010026	THE OFFICE OF SP'ED INITIATIVES IS PROVIDING A		PARTICIPANT	\$ 25.00		A		

DOE Internal Services Long Description

Service Title: (150 character description, including spaces) The Office of Sp/Ed Initiatives is providing a Wilson "Foundations" one-day workshop in Queens - targeted for Kindergarten teachers - on 10/19/07.

FAMIS Item Number: S48010025

Internal Service Provider: Office of Special Education

Service Provider Contact Information

Name: Janet Stahl

Email: jstahl@schools.nyc.gov

Phone: 212-374-2482

Content Area: Special Education - Instruction

(If other:)

Price: \$25

Unit of Measure: Per Session

Date: 10/19/2007

Time: 8am

Location: (If available) 28-11 Queens Plaza North, Long Island City, NY

Audience/s

- General Education Teacher
- ELL Teacher
- Special Education Teacher
- Lead Teacher/Coach
- New Teachers
- Principal

- Guidance
- Coach
- Enrichment Specialists
- Paraprofessionals
- School Aide
- Secretary

Purchase Order: Preview Items

Search Commodity: Internal Services Search By: Description

Advanced Search

<< Prior Next >>

152 total items for this item category. 1 to 20 displayed.

Commodity	Item #	Description	Long Desc.	View U/M	Net Price	Reg.	NYSTL	Vendor	Add'tl
Internal Services	TLI001000	OAIS: SCRATCHING THE SURFACE: A QUICK BATTERY OF START-UP ASSESSMENTS FOR ACADEMIC INTERVENTION		WORKSHOP	\$ 20.00	A			
Internal Services	TLI001001	OAIS: EMBEDDED INTERVENTIONS IN THE IMPACT MATHEMATICS PROGRAM		WORKSHOP	\$ 20.00	A			
Internal Services	TLI001002	OAIS: BUILDING FLUENCY IN STRUGGLING READERS: GREAT LEAPS AND BEYOND		WORKSHOP	\$ 20.00	A			
Internal Services	TLI001003	OAIS: USING SELF-QUESTIONING STRATEGIES TO BOOST COMPREHENSION		WORKSHOP	\$ 20.00	A			
Internal Services	TLI001004	OAIS: FROM RHYME TO REASON: BUILDING PHONEMIC AWARENESS SKILLS IN YOUNG CHILDREN		WORKSHOP	\$ 20.00	A			
Internal Services	TLI001005	OAIS: EMBEDDED INTERVENTIONS IN THE EVERYDAY MATHEMATICS PROGRAM		WORKSHOP	\$ 20.00	A			
Internal Services	S48010025	THE OFFICE OF SP/ED INITIATIVES IS PROVIDING A WILSON FOUNDATIONS ONE-DAY WORKSHOP IN QUEENS - TARGETED FOR KINDERGARTEN TEACHERS - ON 10/19/07.		PARTICIPANT	\$ 25.00	A			
Internal Services	S48010026	THE OFFICE OF SP/ED INITIATIVES IS PROVIDING A		PARTICIPANT	\$	A			

Office of Special Education Initiatives
Fundations for K-3 Training
Fall 2007
Registration Form

Please submit registration by October 10, 2007 to Janet Stahl at jstahl3@schools.nyc.gov

School: _____ Borough: _____

Participant's Name	Participant's email	Level (K, 1, 2, 3)k	Training Site

Purchase Order: Preview Items

Search Commodity: Search By:

 Advanced Search

<< Prior Next >>

152 total items for this item category. 1 to 20 displayed.

Commodity	Item #	Description	Long Desc.	View U/M	Net Price	Reg.	NYSTL	Vendor	Add'tl
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Internal Services	TLI001001	OAIS: EMBEDDED INTERVENTIONS IN THE IMPACT MATHEMATICS PROGRAM		WORKSHOP	\$ 20.00		A		
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Internal Services	TLI001005	OAIS: EMBEDDED INTERVENTIONS IN THE EVERYDAY MATHEMATICS PROGRAM		WORKSHOP	\$ 20.00		A		
Internal Services	S48010025	THE OFFICE OF SP/ED INITIATIVES IS PROVIDING A WILSON FOUNDATIONS ONE-DAY WORKSHOP IN QUEENS - TARGETED FOR KINDERGARTN		PARTICIPANT	\$ 25.00		A		

Click for more Vendor Info

Vendor Information - Network Technologies

Vendor Information

Close: X

Vendor Number:	S48000001		
Vendor Name:	CENTRAL T & L SPECIAL ED		
Suffix:	01		
Address:	52 CHAMBERS STREET		
City:	NEW YORK		
State:	NY	Zip:	10007
Country:	USA		
Contact Name:	RON EISENBERG		
E-mail:	REISENB@SCHOOLS.NYC.GOV		
Phone:	(212) 374-2388	Fax:	
Toll Free:			

Commodity	Item #	Description	Long Desc.	View U/M	Net Price	Reg.	NYSTL	Vendor	Add'l
Internal Services	TLI001000	OAIS: SCRATCHING THE SURFACE: A QUICK BATTERY OF START-UP ASSESSMENTS FOR ACADEMIC INTERVENTION		WORKSHOP	\$ 20.00	A			
Internal Services	TLI001001	OAIS: EMBEDDED INTERVENTIONS IN THE IMPACT MATHEMATICS PROGRAM		WORKSHOP	\$ 20.00	A			
Internal Services	TLI001002	OAIS: BUILDING FLUENCY IN STRUGGLING READERS: GREAT LEAPS AND BEYOND		WORKSHOP	\$ 20.00	A			
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Internal Services	TLI001004	OAIS: FROM RHYME TO REASON: BUILDING PHONEMIC AWARENESS SKILLS IN YOUNG CHILDREN		WORKSHOP	\$ 20.00	A			
Internal Services	TLI001005	OAIS: EMBEDDED INTERVENTIONS IN THE EVERYDAY MATHEMATICS PROGRAM		WORKSHOP	\$ 20.00	A			
Internal Services	S48010025	THE OFFICE OF SP/ED INITIATIVES IS PROVIDING A WILSON FOUNDATIONS ONE-DAY WORKSHOP IN QUEENS - TARGETED FOR KINDERGARTEN TEACHERS - ON 10\19\07.		PARTICIPANT	\$	A			
Internal Services	S48010026	THE OFFICE OF SP/ED INITIATIVES IS PROVIDING A WILSON FOUNDATIONS ONE-DAY WORKSHOP IN BKLYN - TARGETED FOR KINDERGARTEN TEACHERS - ON 10\24\07.							
Internal Services	S48010027	THE OFFICE OF SP/ED INITIATIVES IS PROVIDING A WILSON FOUNDATIONS ONE-DAY WORKSHOP IN MANHATTAN							

Item #548010025
Description: THE OFFICE OF SP/ED INITIATIVES IS PROVIDING A WILSON FOUNDATIONS ONE-DAY WORKSHOP IN QUEENS - TARGETED FOR KINDERGARTEN TEACHERS - ON 10/19/07.
Net Price: \$ 25.00
Vendor Catalog #:
Expiration Date: 11/9/2007
Initiation Date: 9/20/2007
Contract Expiration Date: 6/30/2008
Course Date #: 10/19/2007
Target Audience: TEACHER
Grade Level: K
Content: SPECIAL EDUCATION - INSTRUCTIONAL
Contract: S480001

Purchasing Setup

^ Purchasing / Payments

^ Approval

^ Inquiry

^ Miscellaneous

Options

Contracted

E-Catalog

TextBook

Computer software

Audio/Visual media

Supplies, Hardware &
Instructional Materials

Wireless Service

Internal Service

Coach Bus

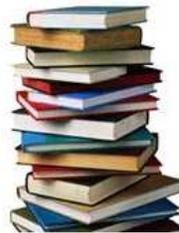
Non-List

Professional Service

Listing Applications

Welcome to the Purchasing application.

 Preview All Commodities



 Preview Textbooks

Includes textbooks, student workbooks, teacher materials, trade books, etc.

Purchasing Setup

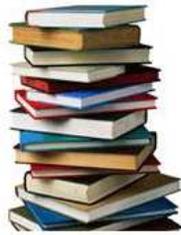
^ Purchasing / Payments ^ Approval ^ Inquiry ^ Miscellaneous

Welcome to the Purchasing application.

Options

- Contracted
- E-Catalog
 - TextBooks
 - Computer software
 - Audio/Visual media
 - Supplies, Hardware & Instructional Materials
- Wireless Service
 - Internal Service
 - Coach Bus
- Non-List
- Professional Service
- Listing Applications
- Non-Contracted
- Change Notice

[Preview All Commodities](#)



[Preview Textbooks](#)

Includes textbooks, student workbooks, teacher materials, trade books, etc.

Close Window

Purchase Order: Preview Items

Search Commodity: Search By:

Advanced Search

<< Prior Next >>

Over 500 total items for this item category. 1 to 20 displayed.

Commodity	Item #	Description	Long Desc.	View U/M	Net		or Add'tl
Textbooks	890517495	RATS, BULLS, AND FLYING MACHINES TEACHER'S GUIDE		EACH	\$ 0		
Textbooks	890517320	LISTEN MY CHILDREN, FOURTH GRADE		EACH	\$ 4.42		
Textbooks	890517339	LISTEN MY CHILDREN, FIFTH GRADE		EACH	\$ 4.42	A	
Textbooks	890517282	LISTEN MY CHILDREN, GRADE K		EACH	\$ 4.42	A	
Textbooks	890517290	LISTEN MY CHILDREN, GRADE 1		EACH	\$ 4.42	A	
Textbooks	890517304	LISTEN MY CHILDREN, SECOND GRADE		EACH	\$ 4.42	A	
Textbooks	890517312	LISTEN MY CHILDREN, THIRD GRADE		EACH	\$ 4.42	A	
Textbooks	890517681	KING ARTHUR AND THE KNIGHTS OF THE ROUND TABLE		EACH	\$ 7.10	A	
Textbooks	890517002	GULLIVER'S TRAVELS		EACH	\$ 7.10	A	
Textbooks	890517029	ROBINSON CRUSOE		EACH	\$ 7.10	A	
Textbooks	890517045	TREASURE ISLAND		EACH	\$ 7.10	A	
Textbooks	890517061	POLLYANNA		EACH	\$ 7.10	A	
Textbooks	890517088	SHERLOCK HOLMES		EACH	\$ 7.10	A	
Textbooks	89051710X	DON QUIXOTE		EACH	\$ 7.10	A	

Close Window

Purchase Order: Preview Items

Search Commodity: Search By:

[Advanced Search](#)

<< Prior Next >>

Over 500 total items for this item category. 1 to 20 displayed.

Commodity	Item #	Description	Long Desc.	View U/M	Net Price	MSDS	NYSTL	Vendor	Add'tl
Textbooks	890517495	RATS, BULLS, AND FLYING MACHINES TEACHER'S GUIDE		EACH	\$ 0.00	D			
Textbooks	890517320	LISTEN MY CHILDREN, FOURTH GRADE		EACH	\$ 4.42	A			
Textbooks	890517339	LISTEN MY CHILDREN, FIFTH GRADE		EACH	\$ 4.42	A			
Textbooks	890517282	LISTEN MY CHILDREN, GRADE K		EACH	\$ 4.42	A			
Textbooks	890517290	LISTEN MY CHILDREN, GRADE 1		EACH	\$ 4.42	A			
Textbooks	890517304	LISTEN MY CHILDREN, SECOND GRADE		EACH	\$ 4.42	A			
Textbooks	890517312	LISTEN MY CHILDREN, THIRD GRADE		EACH	\$ 4.42	A			
Textbooks	890517681	KING ARTHUR AND THE KNIGHTS OF THE ROUND TABLE		EACH	\$ 7.10	A			
Textbooks	890517002	GULLIVER'S TRAVELS		EACH	\$ 7.10	A			

Close Window

Purchase Order: Preview Items

Search Commodity: Textbooks Search By: Description

Advanced Search

<< Switch to Item View

Advanced Multiple Category Search

Category	Search Word(s)
Commodity:	Textbooks <input type="text"/>
Item #:	<input type="text"/>
Description:	<input type="text"/>
Vendor Name:	<input type="text"/>
Vendor #:	<input type="text"/>
Vendor Catalog #:	<input type="text"/>
Contract #:	<input type="text"/>
* Manufacturer Name:	<input type="text"/>
* Manufacturer #:	<input type="text"/>
* Brand / Model:	<input type="text"/>
* ISBN #:	<input type="text"/>
* Author:	<input type="text"/>
* Subject Area:	<input type="text"/>
* Language:	<input type="text"/>
* Grade:	<input type="text"/>
* Book Form:	<input type="text"/>
* Book Type:	<input type="text"/>
* Braille Usage:	<input type="text"/>

* - New categories may not apply to all items

Purchase Order: Preview Items

Search Commodity: Textbooks Search By: Description

Search Clear View All Items

Advanced Search

<< Switch to Item View

Advanced Multiple Category Search

Category	Search Word(s)
Commodity:	Textbooks
Item #:	
Description:	
Vendor Name:	
Vendor #:	
Vendor Catalog #:	
Contract #:	
* Manufacturer Name:	
* Manufacturer #:	
* Brand / Model:	
* ISBN #:	
* Author:	
* Subject Area:	
* Language:	French
* Grade:	
* Book Form:	
* Book Type:	
* Braille Usage:	

Search

* - New categories may not apply to all items

Purchase Order: Preview Items

Search Commodity: Search By:

Advanced Search

[<< Prior](#)
[Next >>](#)

143 results found. 1 to 20 displayed.

Commodity	Item #	Description	Long Desc.	View U/M	Net Price	MSDS	NYSTL	Vendor	Add'tl
Textbooks	877204799	UN ETE PAS COMME LES AUTRES		EACH	\$ 8.75		A		
Textbooks	567653374	UN, AUTRE E'ETE'PAS COMME LES AUTRES		EACH	\$ 9.30		A		
Textbooks	853610142	TEACHERS GUIDE - LA FRANCE EN POCHE		EACH	\$ 10.09		A		
Textbooks	756612977	VISUAL BILINGUAL DICTIONARIES:FRENCH\ENGLISH		EACH	\$ 11.09		A		
Textbooks	030660025	STANDARDIZED ASSESSMENT TUTOR, LEVEL 1: ALLEZ VIENS! 2003		EACH	\$ 10.53		D		
Textbooks	030660033	STANDARDIZED ASSESSMENT TUTOR, LEVEL 2: ALLEZ VIENS! 2003		EACH	\$ 10.53		D		
Textbooks	030660041	STANDARDIZED ASSESSMENT TUTOR, LEVEL 3: ALLEZ VIENS! 2003		EACH	\$ 10.53		A		
Textbooks	030526396	GRAMMAR AND VOCABULARY WORKBOOK, LEVEL 1: ALLEZ VIENS! 2000		EACH	\$ 11.77		A		
Textbooks	030649935	TRAVAUX PRATIQUES DE GRAMMAIRE, ALLEZ VIENS! HOLT FRENCH LEVEL 1 2003		EACH	\$ 12.05		A		
Textbooks	618661751	DISCOVERING FRENCH BLEU 1A WORKBOOK		EACH	\$ 11.09		A		
Textbooks	61866176X	DISCOVERING FRENCH BLEU 1B WORKBOOK		EACH	\$ 11.09		A		
Textbooks	618661794	DISCOVERING FRENCH BLEU 1A PREMIERE PARTIE WORKBOOK		EACH	\$ 11.09		A		

Purchase Order: Preview Items

Search Commodity: Search By:

Advanced Search

<< Switch to Item View

Advanced Multiple Category Search

Category	Search Word(s)
Commodity:	<input type="text" value="Textbooks"/>
Item #:	<input type="text"/>
Description:	<input type="text"/>
Vendor Name:	<input type="text"/>
Vendor #:	<input type="text"/>
Vendor Catalog #:	<input type="text"/>
Contract #:	<input type="text"/>
* Manufacturer Name:	<input type="text"/>
* Manufacturer #:	<input type="text"/>
* Brand / Model:	<input type="text"/>
* ISBN #:	<input type="text" value="0439351057"/>
* Author:	<input type="text"/>
* Subject Area:	<input type="text"/>
* Language:	<input type="text"/>
* Grade:	<input type="text"/>
* Book Form:	<input type="text"/>
* Book Type:	<input type="text"/>
* Braille Usage:	<input type="text"/>

* - New categories may not apply to all items

**Item # = 9 Digits
ISBN = 10 Digits
and/or 13 Digits**

**Item # & ISBN
don't always
match.**

Purchase Order: Preview Items

Search Commodity: Search By:

Advanced Search

1 results found.

Commodity	Item #	Description	Long Desc.	View U/M	Net Price	MSDS	NYSTL	Vendor	Add'tl
Textbooks	439351057	MY READING BUDDY		EACH	\$ 2.86		A		

Purchase Order: Preview Items

Search Commodity: Textbooks Search By: Description

Search Clear View All Items

Advanced Search

<< Switch to Item View

Advanced Multiple Category Search

Category	Search Word(s)
Commodity:	Textbooks
Item #:	
Description:	social studies
Vendor Name:	
Vendor #:	
Vendor Catalog #:	
Contract #:	
* Manufacturer Name:	
* Manufacturer #:	
* Brand / Model:	
* ISBN #:	
* Author:	
* Subject Area:	
* Language:	
* Grade:	5
* Book Form:	
* Book Type:	
* Braille Usage:	

Search

* - New categories may not apply to all items

Purchase Order: Preview Items

Search Commodity: Search By:

 Advanced Search

<< Prior Next >>

316 results found. 1 to 20 displayed.

Commodity	Item #	Description	Long Desc.	View U/M	Net Price	MSDS	NYSTL	Vendor	Add'l
Textbooks	845441973	SOCIAL STUDIES FOR APPLICATION AND INSTRUCTION FM 1 BK 2 GR5		EACH	\$ 1.45		A		
Textbooks	845442007	SOCIAL STUDIES FOR APPLICATION AND INSTRUCTION FROM 2, BK.2		EACH	\$ 1.45		D		
Textbooks	84544199X	SOCIAL STUDIES FOR APPLICATION AND INSTRUCTION FORM 2 BK 1		EACH	\$ 1.95		D		
Textbooks	845441965	SOCIAL STUDIES FOR APPLICATION AND INSTRUCTION FM 1 BK 1 GR5		EACH	\$ 1.95		A		
Textbooks	743981537	SOCIAL STUDIES TEST PREPARATION: CIVIL WAR, STUDENT EDITION 10+ COPIES		EACH	\$ 2.99		A		
Textbooks	743981596	SOCIAL STUDIES TEST PREPARATION: AMERICAN REVOLUTION, STUDENT EDITION 10+ COPIES - TEACH STUDENTS HOW TO WRITE DOCUMENT BASED QUESTION ESSAYS		EACH	\$ 2.99		A		
Textbooks	743981634	SOCIAL STUDIES TEST PREPARATION: CONSTITUTION & NEW GOVERNMENT, STUDENT EDITION 10+ COPIES		EACH	\$ 2.99		A		
Textbooks	845443135	SOCIAL STUDIES FOR APPLICATION AND INSTRUCTION FORM 1 BOOK 1		EACH	\$ 3.45		A		
Textbooks	84544333X	SOCIAL STUDIES FOR APPLICATION AND INSTRUCTION FORM 2 BK 1		EACH	\$ 3.45		D		
Textbooks	743986075	SOCIAL STUDIES TEST PREPARATION: AMERICAN REVOLUTION, STUDENT EDITION 1-9 COPIES - TEACH STUDENTS HOW		EACH	\$ 3.99		A		

Textbooks	845441973	SOCIAL STUDIES FOR APPLICATION AND INSTRUCTION FM 1 BK 2 GR5	EACH	\$ 1.45	A		
Textbooks	845442007	SOCIAL STUDIES FOR APPLICATION AND INSTRUCTION FROM 2, BK.2	EACH	\$ 1.45	D		
Textbooks	84544199X	SOCIAL STUDIES FOR APPLICATION AND INSTRUCTION FORM 2 BK 1	EACH	\$ 1.95	D		
Textbooks	845441965	SOCIAL STUDIES FOR APPLICATION AND INSTRUCTION FM 1 BK 1					
Textbooks	743981537	SOCIAL STUDIES TEST PREPARATION: CIVIL WAR, STUDENT EDITION 10+ COPIES					
Textbooks	743981596	SOCIAL STUDIES TEST PREPARATION: AMERICAN REVOLUTION, STUDENT EDITION 10+ COPIES - TEACH STUDENT HOW TO WRITE DOCUMENT BASED QUESTION ESSAYS					
Textbooks	743981634	SOCIAL STUDIES TEST PREPARATION: CONSTITUTION NEW GOVERNMENT, STUDENT EDITION 10+ COPIES					
Textbooks	845443135	SOCIAL STUDIES FOR APPLICATION AND INSTRUCTION FORM 1 BK 2					
Textbooks	84544333X	SOCIAL STUDIES FOR APPLICATION AND INSTRUCTION FORM 2 BK 1					
Textbooks	743986075	SOCIAL STUDIES TEST PREPARATION: AMERICAN REVOLUTION, STUDENT EDITION 1-	EACH	\$ 3.99	A		

Item #84544333X

Description: SOCIAL STUDIES FOR APPLICATION AND INSTRUCTION FORM 2 BK 1

Net Price: \$ 3.45

Vendor Catalog #: SSAI

Expiration Date: 6/30/2008

Initiation Date: 11/25/2003

Contract Expiration Date: 6/30/2008

ISBN - 10 Number: 084544333X

ISBN - 13 Number:

Manufacturer #: SSAI

Manufacturer Name: CONTINENTAL PRESS

Brand/Model: CONTINENTAL PRESS

Contract: 7000101

Author:

Subject Area: SS

Language:

Grade: 5

Book Form: PB

Book Type: SW

Braille Usage: N

Textbooks	Item #	Description	Unit	Price	Quantity	Info
Textbooks	84544199X	SOCIAL STUDIES FOR APPLICATION AND INSTRUCTION FORM 2 BK 1	EACH	\$ 1.95	D	[Info]
Textbooks	845441965	SOCIAL STUDIES FOR APPLIC AND INSTRUCTION FM 1 BK 1				[Info]
Textbooks	743981537	SOCIAL STUDIES TEST PREPARATION: CIVIL WAR, STUDENT EDITION 10+ COPIES				[Info]
Textbooks	743981596	SOCIAL STUDIES TEST PREPARATION: AMERICAN REVOLUTION, STUDENT EDITION 10+ COPIES - TEACH STUDENTS HOW TO WRITE DOCUMENT BASED QUESTION ESSAYS				[Info]
Textbooks	743981634	SOCIAL STUDIES TEST PREPARATION: CONSTITUTIONAL GOVERNMENT, STUDENT EDITION 10+ COPIES				[Info]
Textbooks	845443135	SOCIAL STUDIES FOR APPLICATION AND INSTRUCTION FORM 1 BK 1				[Info]
Textbooks	84544333X	SOCIAL STUDIES FOR APPLICATION AND INSTRUCTION FORM 2 BK 1				[Info]
Textbooks	743986075	SOCIAL STUDIES TEST PREPARATION: AMERICAN REVOLUTION, STUDENT EDITION 1-	EACH	\$ 3.99		[Info] [?]

Item #743986075

Description: SOCIAL STUDIES TEST PREPARATION: AMERICAN REVOLUTION, STUDENT EDITION 1-9 COPIES - TEACH STUDENTS HOW TO WRITE DOCUMENT BASED QUESTION ESSAYS

Net Price: \$ 3.99

Vendor Catalog #:

Expiration Date: 6/30/2011

Initiation Date: 9/12/2006

Contract Expiration Date: 12/31/2015

ISBN -10 Number: 0743986075

ISBN -13 Number:

Manufacturer #:

Manufacturer Name: TEACHER_CREATED MATERIALS

Brand/Model:

Contract: 7000510

Author:

Subject Area: SS

Language: ENGLISH

Grade: 5-12

Book Form: [Red Arrow]

Book Type:

Braille Usage: N



PO Creation

- **Contracted
e-Catalog
PO**

Purchasing Setup

^ Purchasing / Payments

^ Approval

^ Inquiry

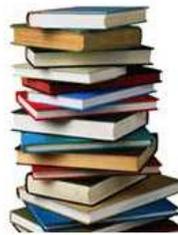
^ Miscellaneous

Options

- Contracted
- E-Catalog
 - TextBooks**
 - Computer software
 - Audio/Visual media
 - Supplies, Hardware & Instructional Materials
- Wireless Service
 - Internal Service
 - Coach Bus
- Non-List
- Professional Service
- Listing Applications
- Non-Contracted
- Change Notice

Welcome to the Purchasing application.

 [Preview All Commodities](#)



 [Preview Textbooks](#)

Includes textbooks, student workbooks, teacher materials, trade books, etc.

Fiscal Year: 2008

Override Spending Plan

Pre-Enc?	Pre-Enc	Sfx	Dst	Qck	Obj	Locn	Act	Balance
<input type="checkbox"/>	01	N/A	N/A	01		0130		

 **Recalculate**

 Maximum PO Amount

 **Add Detail Line**  **Next**

Fiscal Year: 2008

Override Spending Plan

Pre-Enc?	Pre-Enc	Sfx	Dst	Qck	Obj	Locn	Act	Balance
<input type="checkbox"/>	01	N/A	N/A	10	004315	0338	X046 0003	

 **Recalculate**

 Maximum PO Amount

 **Add Detail Line**  **Next**

Fiscal Year: 2008

Override Spending Plan

Pre-Enc?	Pre-Enc	Sfx	Dst	Qck	Obj	Locn	Act	Balance
<input type="checkbox"/>	01	N/A	N/A	10	004315	0338	X046 0003	\$ 5,022.00

Recalculate

Maximum PO Amount

\$ 5,022.00

Add Detail Line Next

Display Mode: All Items of This Commodity | Item Category: Textbooks

[Back](#) | [Search Items](#) | [View Cart](#) | [View All](#)

Search By: Item Number [Search](#) [Clear](#)

[Advanced Search](#)

[<< Prior Items](#) | [More Items >>](#)

Over 500 total items for this item category. 1 to 20 displayed.

Max PO Amount: \$ 5,022.00 | Total Cart Amount: \$ 0.00

Add	Item #	Description	Long Desc.	View	Unit	Net Price	MSDS	NYSTL	Vendor	Add'tl
	890517495	RATS, BULLS, AND FLYING MACHINES TEACHER'S GUIDE			EACH	\$ 0.00	D			
	890517320	LISTEN MY CHILDREN, FOURTH GRADE			EACH	\$ 4.42	A			
	890517339	LISTEN MY CHILDREN, FIFTH GRADE			EACH	\$ 4.42	A			
	890517282	LISTEN MY CHILDREN, GRADE K			EACH	\$ 4.42	A			
	890517290	LISTEN MY CHILDREN, GRADE 1			EACH	\$ 4.42	A			
	890517304	LISTEN MY CHILDREN, SECOND GRADE			EACH	\$ 4.42	A			

Display Mode: All Items of This Commodity | Item Category: Textbooks

[Back](#) |
 [Search Items](#) |
 [View Cart](#) |
 [View All](#)

Search By:

Advanced Search

1 results found. Max PO Amount: \$ 5,022.00 | Total Cart Amount: \$ 0.00

Add	Item #	Description	Long Desc.	View	Unit	Net Price	MSDS	NYSTL	Vendor	Add'tl
	717293513	NATURE'S CHILDREN SET 6			EACH	\$ 249.00	<input type="checkbox"/>			

Display Mode: All Items of This Commodity Item Category: Textbooks

[Back](#) |
 [Search Items](#) |
 [View Cart](#) |
 [View All](#)

Search By:
 [Search](#) [Clear](#) [Proceed To Checkout](#)

Advanced Search

Item #717293513 has been added to your cart.
 Max PO Amount: \$ 5,022.00
 Total Cart Amount: \$ 249.00

Add	Item #	Description	Long Desc.	View	Unit	Net Price	MSDS	NYSTL	Vendor	Add'tl
<input checked="" type="checkbox"/>	717293513	NATURE'S CHILDREN SET 6			EACH	\$ 249.00		D		

Display Mode: All Items of This Commodity | Item Category: Textbooks

[Back](#) | [Search Items](#) | [View Cart](#) | [View All](#)

Search By:

Advanced Search

Item #717293513 has been added to your cart. Max PO Amount: \$ 5,022.00 | Total Cart Amount: \$ 249.00

Add	Item #	Description	Long Desc.	View	Unit	Net Price	MSDS	NYSTL	Vendor	Add'tl
<input checked="" type="checkbox"/>	717293513	NATURE'S CHILDREN SET 6			EACH	\$ 249.00		D		

Display Mode: All Items of This Commodity | Item Category: Textbooks

[Back](#) | [Search Items](#) | [View Cart](#) | [View All](#)

Search By: [Search](#) [Clear](#) [Proceed To Checkout](#)

[Advanced Search](#)

Item #717293513 has been added to your cart. Max PO Amount: \$ 5,022.00 | Total Cart Amount: \$ 249.00

Add	Item #	Description	Long Desc.	View	Unit	Net Price	MSDS	NYSTL	Vendor	Add'tl
<input checked="" type="checkbox"/>	717293513	NATURE'S CHILDREN SET 6			EACH	\$ 249.00		D		

Display Mode: All Items of This Commodity | Item Category: Textbooks

[Back](#) | [Search Items](#) | [View Cart](#) | [View All](#)

Search By: [Search](#) [Clear](#) [Proceed To Checkout](#)

Advanced Search

1 results found. Max PO Amount: \$ 5,022.00 | Total Cart Amount: \$ 249.00

Add	Item #	Description	Long Desc.	View	Unit	Net Price	MSDS	NYSTL	Vendor	Add'l
	717258653	GROLIER STUDENT ENCYCLOPEDIA,T			EACH	\$ 250.17		A		

Display Mode: All Items of This Commodity Item Category: Textbooks

[Back](#) | [Search Items](#) | [View Cart](#) | [View All](#)

Search By: [Proceed To Checkout](#)

Advanced Search

Item #717258653 has been added to your cart. Max PO Amount: \$ 5,022.00 **Total Cart Amount: \$ 499.17**

Add	Item #	Description	Long Desc.	View	Unit	Net Price	MSDS	NYSTL	Vendor	Add'tl
<input checked="" type="checkbox"/>	717258653	GROLIER STUDENT ENCYCLOPEDIA,T			EACH	\$ 250.17		A		

Display Mode: All Items of This Commodity | Item Category: Textbooks

[Back](#) |
 [Search Items](#) |
 [View Cart](#) |
 [View All](#)

Search By:

Advanced Search

Item #717258653 has been added to your cart.

Max PO Amount: \$ 5,022.00 | Total Cart Amount: \$ 499.17

Add	Item #	Description	Long Desc.	View	Unit	Net Price	MSDS	NYSTL	Vendor	Add'l
<input checked="" type="checkbox"/>	717258653	GROLIER STUDENT ENCYCLOPEDIA,T			EACH	\$ 250.17		A		

Display Mode: Shopping Cart Item Category: Textbooks

|
 |
 |

Update Quantity There are 2 items in your cart. **Maximum PO Amount: \$ 5,022.00** **Total Cart Amount: \$ 499.17**

Qty	Item #	Description	Unit	Net Price	Total Price	View	NYSTL	Vendor	Add'tl
<input type="checkbox"/> 1	717258653	GROLIER STUDENT ENCYCLOPEDIA,T	EACH	\$ 250.17	\$ 250.17				
<input type="checkbox"/> 1	717293513	NATURE'S CHILDREN SET 6	EACH	\$ 249.00	\$ 249.00				

Check All

Display Mode: Shopping Cart Item Category: Textbooks

[Back](#) |
 [Search Items](#) |
 [View Cart](#) |
 [View All](#)

[Update Quantity](#)
There are 2 items in your cart. [Check Out](#)

Maximum PO Amount: \$ 5,022.00 | Total Cart Amount: **\$ 499.17**

Qty	Item #	Description	Unit	Net Price	Total Price	View	NYSTL	Vendor	Add'tl
<input type="checkbox"/> 3	717258653	GROLIER STUDENT ENCYCLOPEDIA,T	EACH	\$ 250.17	\$ 250.17				
<input type="checkbox"/> 2	717293513	NATURE'S CHILDREN SET 6	EACH	\$ 249.00	\$ 249.00				

Check All [Delete Selected Items](#)

[Check Out](#)

Display Mode: Shopping Cart Item Category: Textbooks

[Back](#) |
 [Search Items](#) |
 [View Cart](#) |
 [View All](#)

[Update Quantity](#)
 The quantity of the items have been updated.
 [Check Out](#)

Maximum PO Amount: \$ 5,022.00
 Total Cart Amount: \$ 1,248.51

Qty	Item #	Description	Unit	Net Price	Total Price	View NYSTL Vendor Add'tl
<input type="checkbox"/> 3	717258653	GROLIER STUDENT ENCYCLOPEDIA,T	EACH	\$ 250.17	\$ 750.51	
<input type="checkbox"/> 2	717293513	NATURE'S CHILDREN SET 6	EACH	\$ 249.00	\$ 498.00	

Check All [Delete Selected Items](#)

[Check Out](#)

Display Mode: Shopping Cart Item Category: Textbooks

|
 |
 |

 The quantity of the items have been updated.

Maximum PO Amount: \$ 5,022.00 | Total Cart Amount: \$ 1,248.51

Qty	Item #	Description	Unit	Net Price	Total Price	View NYSTL Vendor Add'ti
<input type="checkbox"/> 3	717258653	GROLIER STUDENT ENCYCLOPEDIA,T	EACH	\$ 250.17	\$ 750.51	
<input type="checkbox"/> 2	717293513	NATURE'S CHILDREN SET 6	EACH	\$ 249.00	\$ 498.00	

Check All

Save & Finish Later (SAFL) -- Web Page Dialog

Close Window

SAFL (Save & Finish Later)

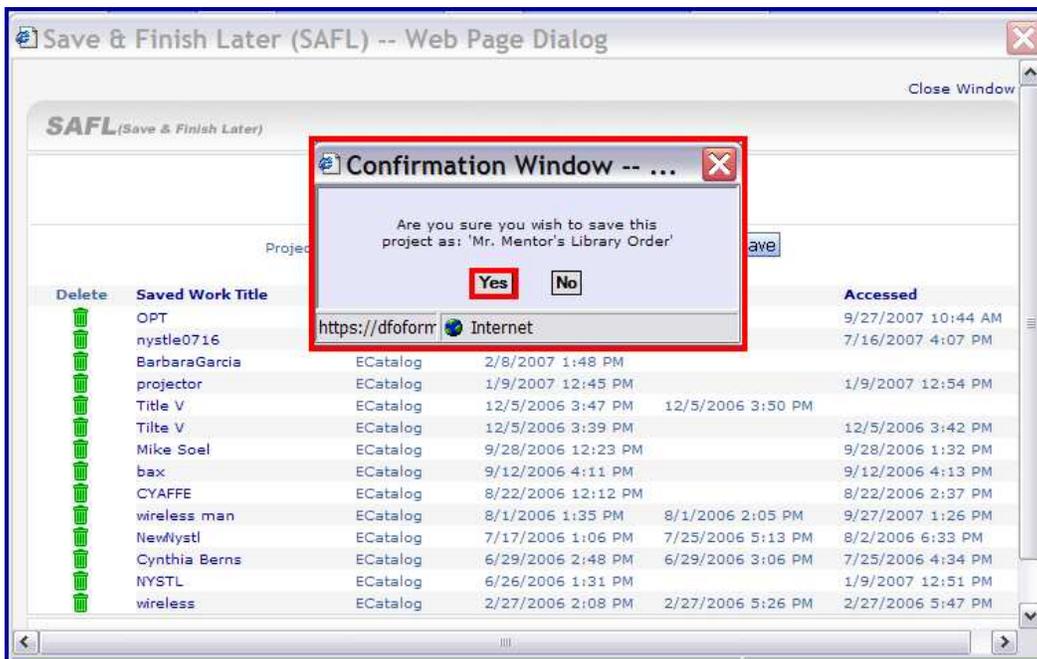
Inbox for UserID: estrick

Save Project

Project Title:

(Max. 50 Characters)

Delete	Saved Work Title	Application	Created	Modified	Accessed
	OPT	ECatalog	9/27/2007 10:43 AM		9/27/2007 10:44 AM
	nystle0716	ECatalog	7/16/2007 4:06 PM		7/16/2007 4:07 PM
	BarbaraGarcia	ECatalog	2/8/2007 1:48 PM		
	projector	ECatalog	1/9/2007 12:45 PM		1/9/2007 12:54 PM
	Title V	ECatalog	12/5/2006 3:47 PM	12/5/2006 3:50 PM	
	Tilte V	ECatalog	12/5/2006 3:39 PM		12/5/2006 3:42 PM
	Mike Soel	ECatalog	9/28/2006 12:23 PM		9/28/2006 1:32 PM
	bax	ECatalog	9/12/2006 4:11 PM		9/12/2006 4:13 PM
	CYAFFE	ECatalog	8/22/2006 12:12 PM		8/22/2006 2:37 PM
	wireless man	ECatalog	8/1/2006 1:35 PM	8/1/2006 2:05 PM	9/27/2007 1:26 PM
	NewNystl	ECatalog	7/17/2006 1:06 PM	7/25/2006 5:13 PM	8/2/2006 6:33 PM
	Cynthia Berns	ECatalog	6/29/2006 2:48 PM	6/29/2006 3:06 PM	7/25/2006 4:34 PM
	NYSTL	ECatalog	6/26/2006 1:31 PM		1/9/2007 12:51 PM
	wireless	ECatalog	2/27/2006 2:08 PM	2/27/2006 5:26 PM	2/27/2006 5:47 PM



Save & Finish Later (SAFL) -- Web Page Dialog

Close Window

SAFL (Save & Finish Later)

Project Save

Project has successfully been saved!

OK

Delete **Saved Work Title** **Accessed**

Delete	Saved Work Title	Accessed
	Mr. Mentor's Library Ord OPT	9/27/2007 10:44 AM
	nystle0716	7/16/2007 4:07 PM
	BarbaraGarcia	
	projector	1/9/2007 12:54 PM
	Title V	12/5/2006 3:47 PM 12/5/2006 3:50 PM
	Tilte V	12/5/2006 3:42 PM
	Mike Soel	9/28/2006 1:32 PM
	bax	9/12/2006 4:13 PM
	CYAFFE	8/22/2006 2:37 PM
	wireless man	9/27/2007 1:26 PM
	NewNystl	8/2/2006 6:33 PM
	Cynthia Berns	7/25/2006 4:34 PM
	NYSTL	1/9/2007 12:51 PM
	wireless	2/27/2006 5:47 PM

https://dfofo Internet

Saved Project: **Mr. Mentor's Library Order**

Load Project Save Project **Restart**

Display Mode: Shopping Cart Item Category: Textbooks

Back Search Items View Cart View All

Update Quantity **There are 2 items in your cart.** Check Out

Maximum PO Amount: \$ 5,022.00 | Total Cart Amount: \$ 1,248.51

Qty	Item #	Description	Unit	Net Price	Total Price	View	NYSTL	Vendor	Add'tl
<input type="checkbox"/> 3	717258653	GROLIER STUDENT ENCYCLOPEDIA,T	EACH	\$ 250.17	\$ 750.51				
<input type="checkbox"/> 2	717293513	NATURE'S CHILDREN SET 6	EACH	\$ 249.00	\$ 498.00				

Check All Delete Selected Items

Check Out

Display Mode: Shopping Cart | Item Category: Textbooks

Back | Search Items | View Cart | View All

There are 2 items in your cart. [Check Out](#)

Update Quantity | Maximum PO Amount: \$ 5,022.00 | Total Cart Amount: \$ 1,248.51

Qty	Item #	Description	Unit	Net Price	Total Price	View	NYSTL	Vendor	Add'l
<input type="checkbox"/> 3	717258653	GROLIER STUDEN ENCYCLOPEDIA,T			50.51				
<input type="checkbox"/> 2	717293513	NATURE'S CHILD			98.00				

Check All |

[Check Out](#)

Confirmation Window -- ...

Are you sure you wish to restart the purchase order?

https://dfoform Internet

Purchasing Setup

^ Purchasing /
Payments

^ Approval

^ Inquiry

^ Miscellaneous

Options

- Contracted
- Non-Contracted
- Change Notice

Welcome to the Purchasing application.

This screen allows authorized users to create purchase order documents on the web, which would eventually be posted to the mainframe. A Purchase Order (PO) may be used to order contracted or non-contracted (non-list/non regulated) items (not found in FasTrack) directly from the respective vendor. Before this document is sent to the selected vendor, it must be encumbered into FAMIS. This process ensures that funds are available and reserved to pay the vendor after the goods or services are provided. Although payment for items ordered via a purchase order should be made after the delivery of goods or services, circumstances may require exceptions to this rule. The purchase of postage, tickets/admissions, and travel are examples of these exceptions.

PURCHASE WITHOUT CONTRACT:

\$0 to \$5,000 - Approver: Principal or Site Supervisor
\$5,000 to \$15,000 - Approver: Principal and ROC
Over \$15,000 - Approver: Principal and ROC (e-mail to OPM)

PURCHASE WITH CONTRACT:

\$0 to \$15,000 - Approver: Principal or Site Supervisor
Over \$15,000 - Approver: Principal and ROC

 Load Project
  Save Project

Fiscal Year: 2008

Override Spending Plan

Pre-Enc?	Pre-Enc	Sfx	Dst	Qck	Obj	Locn	Act	Balance
<input type="checkbox"/>	01	N/A	N/A	01		0130		

 Recalculate

 Maximum PO Amount

 Add Detail Line
  Next

Save & Finish Later (SAFL) -- Web Page Dialog

Close Window

SAFL (Save & Finish Later)

Inbox for UserID: estrick

[Load Project](#)

Delete	Saved Work Title	Application	Created	Modified	Accessed
	Mr. Mentor's Library Order	ECatalog	10/19/2007 4:10 PM		
	OPT	ECatalog	9/27/2007 10:43 AM		9/27/2007 10:44 AM
	nystle0716	ECatalog	7/16/2007 4:06 PM		7/16/2007 4:07 PM
	BarbaraGarcia	ECatalog	2/8/2007 1:48 PM		
	projector	ECatalog	1/9/2007 12:45 PM		1/9/2007 12:54 PM
	Title V	ECatalog	12/5/2006 3:47 PM	12/5/2006 3:50 PM	
	Title V	ECatalog	12/5/2006 3:39 PM		12/5/2006 3:42 PM
	Mike Soel	ECatalog	9/28/2006 12:23 PM		9/28/2006 1:32 PM
	bax	ECatalog	9/12/2006 4:11 PM		9/12/2006 4:13 PM
	CYAFFE	ECatalog	8/22/2006 12:12 PM		8/22/2006 2:37 PM
	wireless man	ECatalog	8/1/2006 1:35 PM	8/1/2006 2:05 PM	9/27/2007 1:26 PM
	NewNystl	ECatalog	7/17/2006 1:06 PM	7/25/2006 5:13 PM	8/2/2006 6:33 PM
	Cynthia Berns	ECatalog	6/29/2006 2:48 PM	6/29/2006 3:06 PM	7/25/2006 4:34 PM
	NYSTL	ECatalog	6/26/2006 1:31 PM		1/9/2007 12:51 PM
	wireless	ECatalog	2/27/2006 2:08 PM	2/27/2006 5:26 PM	2/27/2006 5:47 PM

Save & Finish Later (SAFL) -- Web Page Dialog

Close Window

SAFL (Save & Finish Later)

Confirmation Window -- ...

Are you sure you wish to load this project from your saved project list?

https://dfoform Internet

Delete	Saved Work Title	Accessed
	Mr. Mentor's Library Or	
	OPT	9/27/2007 10:44 AM
	nystle0716	7/16/2007 4:07 PM
	BarbaraGarcia	
	projector	ECatalog 1/9/2007 12:45 PM
	Title V	ECatalog 12/5/2006 3:47 PM 12/5/2006 3:50 PM
	Tilte V	ECatalog 12/5/2006 3:39 PM 12/5/2006 3:42 PM
	Mike Soel	ECatalog 9/28/2006 12:23 PM 9/28/2006 1:32 PM
	bax	ECatalog 9/12/2006 4:11 PM 9/12/2006 4:13 PM
	CYAFFE	ECatalog 8/22/2006 12:12 PM 8/22/2006 2:37 PM
	wireless man	ECatalog 8/1/2006 1:35 PM 8/1/2006 2:05 PM 9/27/2007 1:26 PM
	NewNystl	ECatalog 7/17/2006 1:06 PM 7/25/2006 5:13 PM 8/2/2006 6:33 PM
	Cynthia Berns	ECatalog 6/29/2006 2:48 PM 6/29/2006 3:06 PM 7/25/2006 4:34 PM
	NYSTL	ECatalog 6/26/2006 1:31 PM 1/9/2007 12:51 PM
	wireless	ECatalog 2/27/2006 2:08 PM 2/27/2006 5:26 PM 2/27/2006 5:47 PM

https://dfoforms.nycenet.edu/PO/SAFL.aspx?isSave=L&title= Internet

Saved Project: Mr. Mentor's Library Order

Fiscal Year: 2008

Override Spending Plan

Pre-Enc?	Pre-Enc	Sfx	Dst	Qck	Obj	Locn	Act	Balance
<input type="checkbox"/>	01	N/A	N/A	10	004315	0338	X046 0003	\$ 5,022.00

Recalculate

Maximum PO Amount

\$ 5,022.00

Add Detail Line Next

Display Mode: Shopping Cart Item Category: Textbooks

[Back](#) |
 [Search Items](#) |
 [View Cart](#) |
 [View All](#)

[Update Quantity](#)

[Check Out](#)

Maximum PO Amount: \$ 5,022.00 | Total Cart Amount: \$ 1,248.51

Qty	Item #	Description	Unit	Net Price	Total Price	View	NYSTL	Vendor	Add'l
<input type="checkbox"/> 3	717258653	GROlier STUDENT ENCYCLOPEDIA, T	EACH	\$ 250.17	\$ 750.51				
<input type="checkbox"/> 2	717293513	NATURE'S CHILDREN SET 6	EACH	\$ 249.00	\$ 498.00				

Check All [Delete Selected Items](#)

[Check Out](#)

Select Location: [Edit Default Location](#)

Required information:

Location Name:

Attention: Telephone:

Address: Room #:

City: State: Zip:

Optional:

Special Delivery Instructions:

Delivery must be completed within 30 days of receipt of order or by:

Any additional information: (Max 1000 Char.)

Please confirm the following information prior to posting

Order 1: Vendor Name: SCHOLASTIC LIBRARY PUBLISHING Vendor
#: GRO010000 Contract #: 7000230

Edit Account Details

Fiscal Year: 2008 Start Date: 10/19/2007 End Date: 10/19/2007

Pre-Enc #	Dst	OkCd	Obj	Locn	Actv	Amount Charged
1. N/A	10	004315	0338	X046	0003	\$ 1,248.51

Item Details

Item #	Description	Qty	Net Price	Total Amt.	Account Charged
1. 717258653	GROLIER STUDENT ENCYCLOPEDIA,T	3	\$ 250.17	\$ 750.51	10 004315 0338 X046 0003
2. 717293513	NATURE'S CHILDREN SET 6	2	\$ 249.00	\$ 498.00	10 004315 0338 X046 0003

Total Order Amount: \$ 1,248.51

Delivery Information

Location: EDGAR ALLEN POE (X046)
Attention: Mr. Mentor
Telephone: (718)935-4444
Address: 279 East 196 Street, R.M. Office
City/State/Zip: Bronx, NY 10458

Special Inst:

Receive By:

Invoice Information

Location: NYC Department of Education
Attention: Office of Payable Operations
Telephone: (718)935-2850
Address: 65 Court Street, 1001
City/State/Zip: Brooklyn, NY 11201

Additional Comments:

No Elevator in Building !!!

The order(s) will be sent electronically once approved.

[Back](#)

[Process Order](#)



PO Creation

- **Contracted
Non-
e-Catalog
PO
(Non-List)**

Purchasing Setup

^ Purchasing /
Payments

^ Approval

^ Inquiry

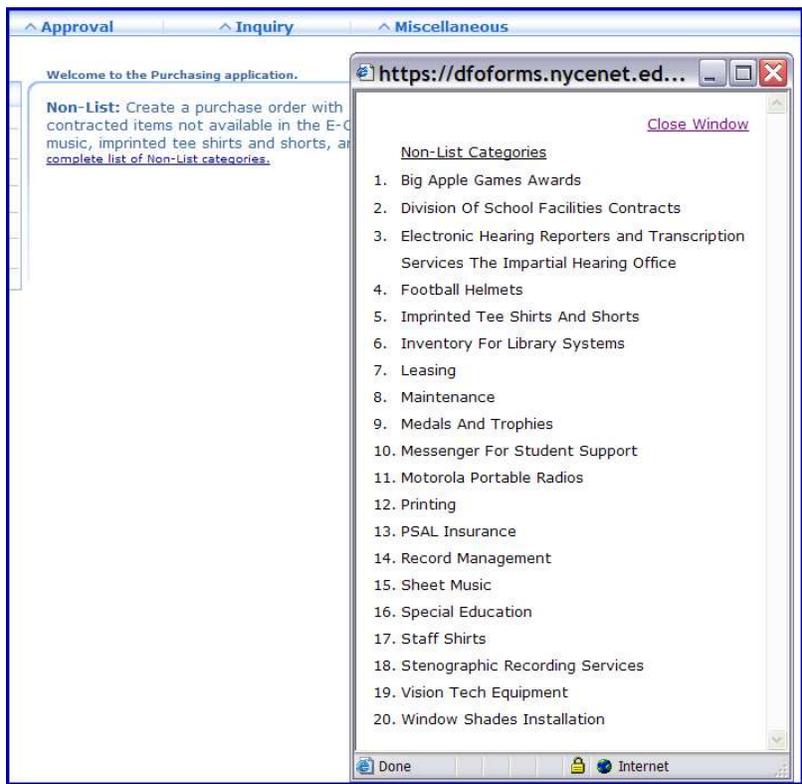
^ Miscellaneous

Options

- Contracted
 - E-Catalog
 - Non-List
 - Professional Service
 - Listing Applications
- Non-Contracted
 - Change Notice

Welcome to the Purchasing application.

Non-List: Create a purchase order with a contracted vendor for contracted items not available in the E-Catalog. Includes sheet music, imprinted tee shirts and shorts, and more. [Click here to see a complete list of Non-List categories.](#)



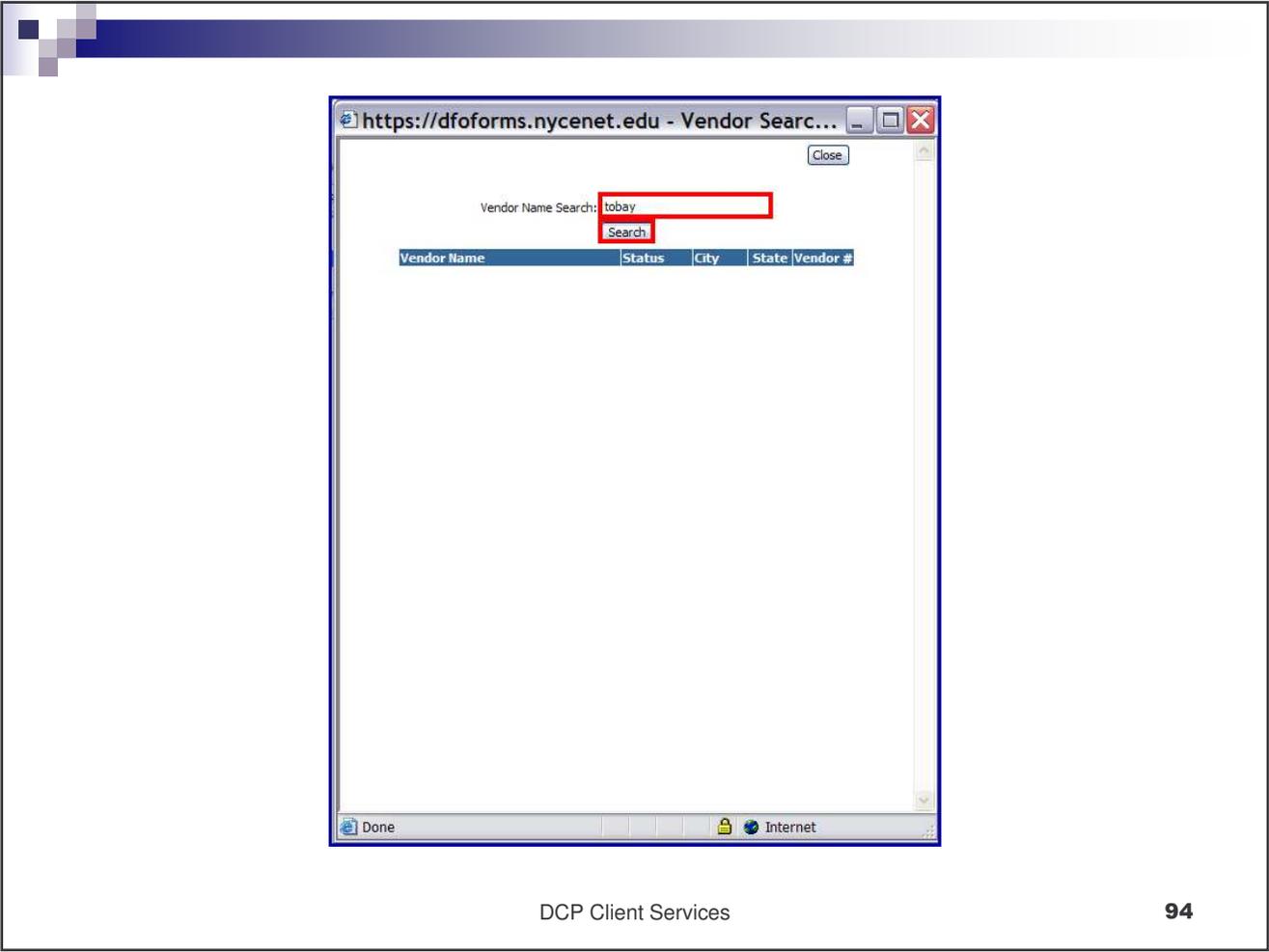
Load Project
 Save Work
 CHANGE NOTICE
 RESTART

Vendor Information

Vendor Number:

Vendor:			Contract #:	
Attn:	Address:		Select Contract/Bids	
City:	State:	Zip:	Selected Contract Information	
Phone:	Fax:	Toll Free:	<u>Title</u>	<u>District(s)</u>
	Discount Terms:		n/a	n/a
			Contract Type: n/a	

[VENDOR](#) | [INVOICE TO](#) | [DELIVER TO](#) | [ACCOUNT DETAILS](#) | [ITEM DETAILS](#)



https://dfoforms.nycenet.edu - Vendor Search... Close

Vendor Name Search:

<< Prior Page Next Page >>

Please select a vendor number.

Vendor Name	Status	City	State	Vendor #
TOBAY PRINTING CO., INC.	Active	COPIAGUE	NY	<u>TOB010000 01</u>
TOBI I. PUTTERMAN	Active	WOODMERE	NY	085623811 01
TOBIAS A. NNA	Active	ELMONT	NY	366174450 01
TOBIAS FREUND	Inactive	BROOKLYN	NY	097603113 01
TOBIE ZUCKER	Active	BROOKLYN	NY	128544123 01
TOBIN PRODUCTIONS, INC.	Active	NEW YORK	NY	133277375 01
TOBY APPEL	Active	NEW YORK	NY	TOB002283 01
TOBY GOLD	Active	BROOKLYN	NY	125761028 01
TOBY GROSSMAN	Active	BROOKLYN	NY	118728261 01
TOBY KASAVAN	Inactive	REGO PARK	NY	546929565 01
TOBY KORN WASSER	Active	BROOKLYN	NY	051741917 01
TOBY M. FROMOVITZ	Active	BROOKLYN	NY	124760990 01
TOBY M. LONG	Active	BETHESDA	MD	013449077 01
TOBY SHAPIRO	Inactive	BROOKLYN	NY	113643118 01
TOBY SOHN M. ED.	Inactive	LONG BEACH	NY	088324578 01
TOBY STEINBERG	Active	FAR ROCKAWAY	NY	TOB007308 01
TOBYANN NEMETZ	Active	NEW YORK	NY	537427814 01
TODAY'S CHILD	Active	NEW YORK	NY	133994511 01
TODD ENTERPRISES, INC.	Inactive	PLAINVIEW	NY	112139281 01
TODD KERN	Active	NEW ROCHELLE	NY	TOD000989 01
TODD STRASSER	Active	LARCHMONT	NY	TOD004823 01
TODD HAUPT	Active	TERRE HAUTE	IN	

javascript:___doPostBack('rptVendorIn' Internet

Load Project
 Save Work

 CHANGE NOTICE
 RESTART

Vendor Information

Vendor Number:

Vendor: TOBAY PRINTING CO., INC.

Attn: ROBERT ROGERS	Address: 1361 MARCONI BOULEVARD	
City: COPIAGUE	State: NY	Zip: 11726
Phone: (631)842-3300	Fax: (631) 842-3305	Toll Free:
	Discount Terms: 2.0% / 30 DAYS	

Contract #:

Selected Contract Information

<u>Title</u>	<u>District(s)</u>	<u>End Date</u>
n/a	All Districts	n/a

Contract Type: n/a

VENDOR |
 INVOICE TO |
 DELIVER TO |
 ACCOUNT DETAILS |
 ITEM DETAILS

[Load Project](#) [Save Work](#) [CHANGE NOTICE](#) [RESTART](#)

Vendor Information

Vendor Number: [RETRIEVE VENDOR INFORMATION](#)

Vendor: TOBAY PRINTING CO., INC.
Address: 1361 MARCONI BOULEVARD
Attn: ROBERT ROGERS **State:** NY **Zip:** 11726
City: COPIAGUE **Fax:** (631) 842-3305 **Toll Free:**
Phone: (631)842-3300 **Discount Terms:** 2.0% / 30 DAYS

Contract #:
Selected:

Title	District(s)	End Date
n/a	All Districts	n/a

Contract Type: n/a

[NEXT >>>](#)

[VENDOR](#) | [INVOICE TO](#) | [DELIVER TO](#) | [ACCOUNT DETAILS](#) | [ITEM DETAILS](#)

Load Project Save Work RESTART

Invoice Information

PURCHASING PORTAL OFFICE Edit Default Location

Required:

Location Name:	PURCHASING PORTAL OFFICE		
Attention:	EVELYN STRICKLAND	Telephone:	(718)935-4444
Address:	6 Court Street	Room #:	
City:	BROOKLYN	State:	NY Zip: 11201

<<< BACK NEXT >>>

VENDOR | INVOICE TO | DELIVER TO | ACCOUNT DETAILS | ITEM DETAILS

Load Project Save Work RESTART

Delivery Information

Select Location: Edit Default Location

SAME AS 'INVOICE TO'

Required:

Location Name:
 Attention: Telephone:
 Address: Room #:
 City: State: Zip:

Optional:

Special Delivery Instructions:
 Delivery must be completed within 30 days of receipt of order or by:

<<< BACK NEXT >>>

VENDOR INVOICE TO DELIVER TO ACCOUNT DETAILS ITEM DETAILS

Load Project Save Work

Account Detail Information

Fiscal Year: 2008

Override Spending Plan

Pre-Enc?	Pre-Enc	Sfx	Dst	Qck	Obj	Locn	Act	Start Date	End Date	Amount	Balance	
<input type="checkbox"/>	01	N/A	N/A	02	014556	0198	m308	0527	10/19/2007	10/31/2007	50.	

Recalculate
 Total Accounting Amount: _____

<<< BACK ... ADD LINE NEXT >>>

VENDOR | INVOICE TO | DELIVER TO | ACCOUNT DETAILS | ITEM DETAILS

Account Detail Information

Fiscal Year: 2008

Override Spending Plan

Pre-Enc?	Pre-Enc	Sfx	Dst	Qck	Obj	Locn	Act	Start Date	End Date	Amount	Balance	
<input type="checkbox"/>	01	N/A	N/A	02	014556	0198	m308	0527	10/19/2007	10/31/2007	\$ 50.00	\$ 371.69

Total Accounting Amount
 \$ 50.00

Load Project Save Work RESTART

Item Details

Item #	Description	Units of Measure	Quantity	Net Price Per Unit	Item Amount
772335	PTA Handouts	EACH	1000	.05	

Recalculate
 Total Item Amount

Any additional information:

<<< BACK +++ ADD LINE NEXT >>>

VENDOR INVOICE TO DELIVER TO ACCOUNT DETAILS ITEM DETAILS

[Load Project](#) [Save Work](#) [RESTART](#)

Item Details

Item #	Description	Units of Measure	Quantity	Net Price Per Unit	Item Amount
772335	PTA HANDOUTS	EACH	1000	\$ 0.05	\$ 50.00

Amounts must match.

[Recalculate](#)
 Total Item Amount: \$ 50.00

Any additional information:

[<<< BACK](#) [*** ADD LINE](#) [NEXT >>>](#)

[VENDOR](#) | [INVOICE TO](#) | [DELIVER TO](#) | [ACCOUNT DETAILS](#) | [ITEM DETAILS](#)

[Load Project](#) [Save Work](#) [RESTART](#)

Order Summary

Vendor Information [Edit Vendor Information](#)

Vendor Name: TOBAY PRINTING CO., INC. Vendor Number: TOB010000
 Contract Number: 1C42801 - NonList Attention: ROBERT ROGERS
 Phone: (631)842-3300 Address: 1361 MARCONI BOULEVARD
 City: COPIAGUE State: NY Zip: 11726
 Fax: (631) 842-3305 Toll Free:

Invoice Information [Edit Invoice Information](#)

Invoice to: PURCHASING PORTAL OFFICE Attention: EVELYN STRICKLAND
 Address: 5 Court Street Room #: Phone #: (718)935-4444
 City: BROOKLYN State: NY Zip: 11201

Delivery Information [Edit Delivery Information](#)

Deliver To: EDGAR ALLEN POE Attention: MR. MENTOR
 Address: 279 EAST 196 STREET Room #: Phone #: (718)584-4450
 City: BRONX State: NY Zip: 10458
 Instructions: None Complete Delivery By:

Accounting Information [Edit Accounting Information](#)

Fiscal Year: 2008

<u>Date</u>	<u>Quick</u>	<u>Object</u>	<u>Pre-Encumbrance #</u>	<u>Location</u>	<u>Activity</u>	<u>Start Date</u>	<u>End Date</u>	<u>Amount</u>
1. 02	014556	0198	None	m308	0527	10/19/2007	10/31/2007	\$ 50.00
<u>Total Accounting Amount</u>								\$ 50.00

Item Detail Information [Edit Item Detail Information](#)

<u>Item #</u>	<u>Description</u>	<u>U/M</u>	<u>QTY</u>	<u>Price Per Unit</u>	<u>Amount</u>
1. 772335	PTA HANDOUTS	EACH	1000	\$ 0.05	\$ 50.00
<u>Total Item Amount</u>					\$ 50.00

Additional Information:

This order will be sent electronically once approved.

"I will send the paper order to the vendor instead of the automatic transmission."

[BACK](#) [COMPLETE PURCHASE ORDER](#)



PO Creation

- **Non-Contracted
PO
(Sole Vendor)**

Purchasing Setup

^ Purchasing /
Payments

^ Approval

^ Inquiry

^ Miscellaneous

Options

- Contracted
- Non-Contracted
 - 3-bids
 - No Bids
 - Sole Vendor**
 - Exception to Bid
 - Competitive Grant
 - Change Notice

Welcome to the Purchasing application.

Sole Vendor: Create an order for items vendor.

Load Project
 Save Work

 CHANGE NOTICE
 RESTART

Vendor Information

Vendor Number:
 RETRIEVE VENDOR INFORMATION

Vendor:			Contract #:						
Attn:	Address:	Zip:	Select Contract/Bids <input type="button" value="v"/>						
City:	State:	Toll Free:	<u>Selected Contract Information</u>						
Phone:	Fax:	Discount Terms:	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Title</th> <th style="text-align: left;">District(s)</th> <th style="text-align: left;">End Date</th> </tr> </thead> <tbody> <tr> <td>n/a</td> <td>n/a</td> <td>n/a</td> </tr> </tbody> </table>	Title	District(s)	End Date	n/a	n/a	n/a
Title	District(s)	End Date							
n/a	n/a	n/a							
			Contract Type: n/a						

VENDOR INVOICE TO
DELIVER TO
ACCOUNT DETAILS
ITEM DETAILS

Load Project Save Work
CHANGE NOTICE RESTART

Vendor Information

Vendor Number: RETRIEVE VENDOR INFORMATION

Vendor: DANCE EQUIPMENT INTERNATIONAL

Attn: JOSEPH REINKE	Address: PO BOX 6331	
City: SAN JOSE	State: CA	Zip: 951506331
Phone: (408)267-1446	Fax: (408) 265-7290	Toll Free: (800) 626-9258
	Discount Terms: None	

NEXT >>>

Contract #: ▼

Selected Contract Information

<u>Title</u>	<u>District(s)</u>	<u>End Date</u>
n/a	All Districts	n/a

Contract Type: n/a

VENDOR | INVOICE TO | DELIVER TO | ACCOUNT DETAILS | ITEM DETAILS

Load Project Save Work RESTART

Delivery Information

Select Location: Edit Default Location

SAME AS INVOICE TO

Required:

Location Name:

Attention: Telephone:

Address: Room #:

City: State: Zip:

Optional:

Special Delivery Instructions:

Delivery must be completed within 30 days of receipt of order or by:

<<< BACK NEXT >>>

VENDOR INVOICE TO DELIVER TO ACCOUNT DETAILS ITEM DETAILS

Load Project Save Work RESTART

Invoice Information

PURCHASING PORTAL OFFICE Edit Default Location

Required:

Location Name:	PURCHASING PORTAL OFFICE		
Attention:	EVELYN STRICKLAND	Telephone:	(718)935-4444
Address:	335 ADAMS ST., 28TH FLOOR	Room #:	
City:	BROOKLYN	State:	NY ▼ Zip: 11201

<<< BACK NEXT >>>

VENDOR INVOICE TO DELIVER TO ACCOUNT DETAILS ITEM DETAILS

Load Project Save Work RESTART

Account Detail Information

Fiscal Year: 2008

Override Spending Plan

Pre-Enc?	Pre-Enc	Sfx	Dst	Qck	Obj	Locn	Act	Start Date	End Date	Amount	Balance
<input type="checkbox"/>	01	N/A	N/A	22	014344	0130	k381	0580	N/A	1000.	

Recalculate
 Total Accounting Amount

<<< BACK *** ADD LINE NEXT >>>

VENDOR INVOICE TO DELIVER TO ACCOUNT DETAILS ITEM DETAILS

Account Detail Information

Fiscal Year: 2008

Override Spending Plan

Pre-Enc?	Pre-Enc	Sfx	Dst	Qck	Obj	Locn	Act	Start Date	End Date	Amount	Balance
<input type="checkbox"/>	01	N/A	N/A	22	014344	0130	k381	0580	N/A	\$ 1,000.00	\$ 16,704.79

Total Accounting Amount

\$ 16,704.79

Load Project
 Save Work

Item Details

Item #	Description	Units of Measure	Quantity	Net Price Per Unit	Item Amount
N/A	Ballet Mirror - 6'	EACH	1	1000.	

Recalculate
 Total Item Amount

Any additional information:

Please Deliver to Gymnasium on Duncan Street entrance.

<<<
 +++
 NEXT >>>

VENDOR |
 INVOICE TO |
 DELIVER TO |
 ACCOUNT DETAILS |
 ITEM DETAILS

[Load Project](#) [Save Work](#) [RESTART](#)

Order Summary

Vendor Information [Edit Vendor Information](#)

Vendor Name: DANCE EQUIPMENT INTERNATIONAL Vendor Number: 942396014
 Contract Number: Sole Vendor Attention: JOSEPH REINKE
 Phone: (408)267-1446 Address: PO BOX 6331
 City: SAN JOSE State: CA Zip: 951506331
 Fax: (408) 265-7290 Toll Free: (800) 626-9258

Invoice Information [Edit Invoice Information](#)

Invoice to: PURCHASING PORTAL OFFICE Attention: EVELYN STRICKLAND
 Address: 335 ADAMS ST., 28TH FLOOR Room #: Phone #: (718)935-4444
 City: BROOKLYN State: NY Zip: 11201

Delivery Information [Edit Delivery Information](#)

Deliver To: EDGAR ALLEN POE Attention: MR. MENTOR
 Address: 279 EAST 196 STREET Room #: Phone #: (718)564-4450
 City: BRONX State: NY Zip: 10458
 Instructions: None Complete Delivery By:

Accounting Information [Edit Accounting Information](#)

Fiscal Year: 2008

Dist.	Quick	Object	Pre-Encumbrance #	Location	Activity	Start Date	End Date	Amount
1.	22	014344	0130	None	k381	0580	N/A	\$ 1,000.00
Total Accounting Amount								\$ 1,000.00

Item Detail Information [Edit Item Detail Information](#)

Item #	Description	U/M	QTY	Price Per Unit	Amount
1.	N/A	BALLET MIRROR - 6'	EACH	1	\$ 1,000.00
Total Item Amount					\$ 1,000.00

Additional Information:

Please Deliver to Gymnasium on Duncan Street entrance.

This order will be sent electronically once approved.

"I will send the paper order to the vendor instead of the automatic transmission."

[BACK](#) [COMPLETE PURCHASE ORDER](#)



Pre-Encumbrance

- **Non-Contracted POs over \$10,000**
- **Certain Vendors with City Contract starting with “DTC”**


NYC Department of Education
Joel I. Klein, Chancellor

[Mayor's Office](#) | [DOE](#) | [DOE Email](#) | [Personnel Directory](#)

Welcome, STRICKLAND, EVELYN | [Edit Profile](#) | [Sign Out](#)

FAMIS NEWS

****** Famis Alert ******
 10/19: Famis Will Be Unavailable For Approx. 10 Min. Effective 12:15Pm Monday 10/22 For Scheduled City Maintenance. Thank You.
 Please Continue To Certify Delivery. If You Have Any Questions Contact Your Isc.

 * Fy2008 (Oct) 10 2007 For Input, 04 2008 (Fiscal Period) For Inquiry
 * Fy2007 13 2007 For Input And Inquiry
 * Famis@Schools.Nyc.Gov For Assistance

Please Click On The Broadcast Message On The Left Side For Detail Broadcast Message.

Doc Status Posted: 0 Awaiting Approval: 0 Failed: 0 Marked For Deletion: 0	Approval Approval: 0 Rejected: 0	Cert Of Delive Paid But Unc Payment Per Certification: 0 Total Uncert
---	---	--

Purchasing / Payments
 Adjustments & Payments
 Asian Library Ordering
 Banking Survey
 Cert. Of Delivery
 Consultant Approval
 Core Curriculum
 Courier: Special Delivery
 Financial Processing
 M. S. Intervention Order
 Non-list Requisition
 PA/PTA Grant Program
Pre-encumbrance
 Procurement Card
 Purchasing
 Report Card Ordering
 SIPP
 Wilson Ordering
 Voucher
Approval
Inquiry
Miscellaneous

Vendor Information (Optional)

Vendor #: STA267000 01 **Retrieve** [Search By Name](#)

Accounting Information

Fiscal Year: 2008

Suffix	District	Quick	Object	Location	Activity	Amount	Override	Balance
01	07	024344	0130	X179	0577	\$138.00	<input type="checkbox"/>	Remove

Total Amount:

Add Line **Calculate**

Additional Information (Optional)

Submit **Restart**

Vendor Information (Optional)

Vendor #: [Search By Name](#)

Accounting Information

Fiscal Year:

Suffix	District	Quick	Object	Location	Activity	Amount	Override	Balance	
01	<input type="text" value="07"/>	<input type="text" value="024344"/>	<input type="text" value="0130"/>	<input type="text" value="X179"/>	<input type="text" value="0577"/>	<input type="text" value="\$138.00"/>	<input type="checkbox"/>	\$627.25	<input type="button" value="Remove"/>

Total Amount:

Additional Information (Optional)

Document **WJ0800902** successfully sent for processing..

[Print Pre-Encumbrance](#)

[Create New Document](#) | [Document Status](#)

Status			
Code	Description	Date	User
0	FAMIS Validation Pending	10/20/2007 12:05:47 PM	ESTRICK

Create a new Document

Purchasing Setup

^ Purchasing /
Payments

^ Approval

^ Inquiry

^ Miscellaneous

Options

- Contracted
- Non-Contracted
- 3-bids
- No Bids**
- Sole Vendor
- Exception to Bid
- Competitive Grant
- Change Notice

Welcome to the Purchasing application.

No Bids: Create an order (maximum value: \$250.00) for a non-contracted vendor.

[Load Project](#) [Save Work](#) [CHANGE NOTICE](#) [RESTART](#)

Vendor Information

Vendor Number: [>> RETRIEVE VENDOR INFORMATION](#)

Vendor:			Contract #:
Attn:	Address:		Select Contract/Bids
City:	State:	Zip:	Selected Contract Information
Phone:	Fax:	Toll Free:	<u>Title</u> <u>District(s)</u> <u>End Date</u>
	Discount Terms:		n/a n/a n/a
			Contract Type: n/a

[VENDOR](#) | [INVOICE TO](#) | [DELIVER TO](#) | [ACCOUNT DETAILS](#) | [ITEM DETAILS](#)

Load Project Save Work
CHANGE NOTICE RESTART

Vendor Information

Vendor Number: RETRIEVE VENDOR INFORMATION

Vendor: STAPLES

Attn: SERGIO PUENTES	Address: 45 CEDAR LANE	Contract #: <input type="text" value="No Bids"/>
City: ENGLEWOOD	State: NJ	Selected Contract Information
Phone: (800)950-1257	Zip: 076314802	<u>Title</u> <u>District(s)</u> <u>End Date</u>
Fax: (888) 222-8615	Toll Free: (888) 212-7217	n/a All Districts n/a
Discount Terms: 3.0% / 15 DAYS		Contract Type: n/a

NEXT >>>

VENDOR | INVOICE TO | DELIVER TO | ACCOUNT DETAILS | ITEM DETAILS

Load Project Save Work RESTART

Account Detail Information

Fiscal Year: 2008

Pre-Enc?	Pre-Enc	Sfx	Dst	Qck	Obj	Locn	Act	Start Date	End Date	Amount	Balance
<input checked="" type="checkbox"/>	01							N/A	N/A	\$ 0.00	

Recalculate
 Total Accounting Amount

<<< BACK *** ADD LINE NEXT >>>

VENDOR INVOICE TO DELIVER TO ACCOUNT DETAILS ITEM DETAILS

Load Project
 Save Work

Account Detail Information

Fiscal Year: 2008

Pre-Enc?	Pre-Enc	Sfx	Dst	Qck	Obj	Locn	Act	Start Date	End Date	Amount	Balance
<input checked="" type="checkbox"/>	01 WJ0800902							N/A	N/A	\$ 0.00	

Total Accounting Amount



Vendor Inquiry

NYC Department of Education
Joel I. Klein, Chancellor

Mayor's Office | DOE | DOE Email | Personnel Directory

Welcome, STRICKLAND, EVELYN [Edit Profile](#) | [Sign Out](#)

FAMIS NEWS

**** Famis News ****

10/22: The Scheduled City Maintenance For 12:15Pm T Available. Thank You.

Please Continue To Certify Delivery. If You Have Any C Contact Your Isc.

* Fy2008 (Oct) 10 2007 For Input, 04 2008 (Fiscal Peri
* Fy2007 13 2007 For Input And Inquiry
* Famis@Schools.Nyc.Gov For Assistance

Please Click On The Broadcast Message On The Left Si

Doc Status

- Posted: 0
- Awaiting Approval: 0
- Failed: 2
- Marked For Deletion: 0

Approval

- Approval: 0
- Rejected: 0

[Purchasing / Payments](#)
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NYC Department of Education
Joel I. Klein, Chancellor

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[FAMIS NEWS](#)

****** Famis News ******

10/22: The Scheduled City Maintenance For 12:15Pm Today Is Completed. Thank You.

Please Continue To Certify Delivery. If You Have Any Questions Contact Your Isc.

 * Fy2008 (Oct) 10 2007 For Input, 04 2008 (Fiscal Period) For Inquiry
 * Fy2007 13 2007 For Input And Inquiry
 * Famis@Schools.Nyc.Gov For Assistance

Please Click On The Broadcast Message On The Left Side For Detail

Left Sidebar (Vendor Inquiry highlighted):
 Purchasing /
 Payments
 Approval
 Inquiry
 Document Inquiry
 Open Document Inquiry
 Spending Plan Inquiry
Vendor Inquiry
 Miscellaneous

Vendor Inquiry

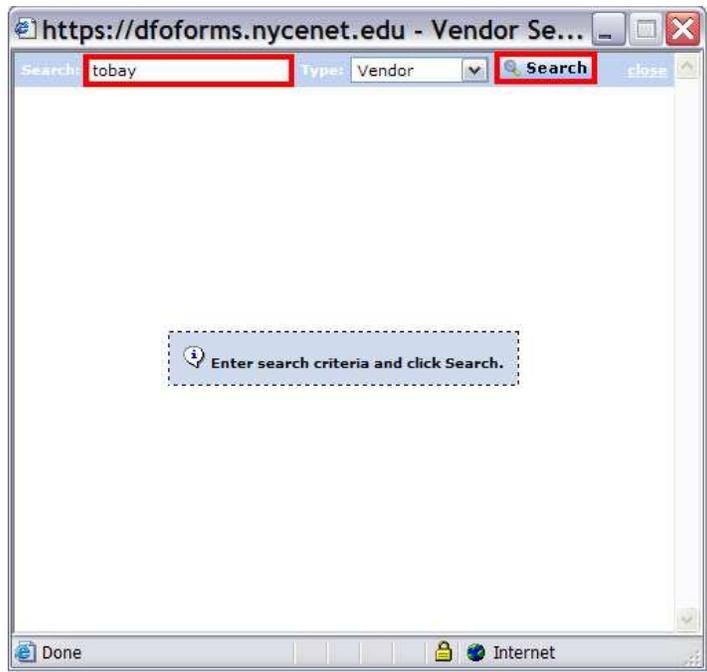
Inquire

Please enter a valid Vendor ID or Federal Tax ID

Vendor/Tax ID:  **Lookup**

ID Type: ▼

 **Inquire**



https://dfoforms.nycenet.edu - Vendor Se...

Search: Type: Search

Vendor Name	Status	City	State	Vendor #
TOBAY PRINTING CO., INC.	Active	COPIAGUE	NY	TOB010000
TOBI I. PUTTERMAN	Active	WOODMERE	NY	085623811
TOBIAS A. NNA	Active	ELMONT	NY	366174450
TOBIAS FREUND	Inactive	BROOKLYN	NY	097603113
TOBIAS SIMONE	Active	MANALAPAN	NJ	0285059
TOBIE ZUCKER	Active	BROOKLYN	NY	128544123
TOBIN PRODUCTIONS, INC.	Active	NEW YORK	NY	133277373
TOBY APPEL	Active	NEW YORK	NY	TOB002283
TOBY GOLD	Active	BROOKLYN	NY	125761028
TOBY GROSSMAN	Active	BROOKLYN	NY	118728261
TOBY KASAVAN	Inactive	REGO PARK	NY	546929565
TOBY KORN WASSER	Active	BROOKLYN	NY	051741917
TOBY M. FROMOVITZ	Active	BROOKLYN	NY	124760990
TOBY M. LONG	Active	BETHESDA	MD	013449077
TOBY SHAPIRO	Inactive	BROOKLYN	NY	113643118
TOBY SOHN M. ED.	Inactive	LONG BEACH	NY	088324578
TOBY STEINBERG	Active	FAR ROCKAWAY	NY	TOB007308
TOBYANN NEMETZ	Active	NEW YORK	NY	537427814
TODAY'S CHILD	Active	NEW YORK	NY	133994511
TODD ENTERPRISES, INC.	Inactive	PLAINVIEW	NY	112139281
TODD KERN	Active	NEW ROCHELLE	NY	TOD000989
TODD STRASSER	Active	LARCHMONT	NY	TOD004823
TODD WHITAKER	Active	TERRE HAUTE	IN	TOD001069
TODDLER, INC.	Active	BROOKLYN	NY	113084710
TOGETHER-AS ONE CONSULT F	Active	SPRINGFIELD	NY	055589733
TOLEDO PHYSICAL EDUCATION	Active	TEMPERANCE	MI	341276429

< Prior Page Next Page >

Internet

Balances

Vendor ID: TOB010000 : Vendor Name: TOBAY PRINTING CO., INC.

TOB010000 Vendor ID

> **Balances**

Category	Adadj2007	Annual Balance
Encumbrances	(\$655,440.19)	\$209,344.57
Voucher Payable	(\$1,210,083.11)	(\$3,223.39)
Payments	\$1,850,488.55	\$5,202,126.59

Month: 13 Year: 2007

[Balances](#) |
 [Open Purchase Orders](#) |
 [All Purchase Orders](#) |
 [All Invoices](#) |
 [All Checks](#) |
 [All Contracts](#)

Check

All Contracts

Vendor ID: TOB010000 | Vendor Name: TOBAY PRINTING CO., INC.

TOB010000 | Vendor ID | [Inquire](#) | [Address Information](#) | [Vendor Search](#)

> [Contracts](#)

Currently viewing all contracts for vendor: TOB010000

BOE Contract #	City Contract #	Title	Type	District (s)	Begin Date	End Date	Amount
1B05501	20039301492	PRINTING D.O.E PUBLICATIONS	Estimate	46	05/01/2003	10/01/2005	\$2,000,000.00
1B41202	9300386	TOBAY PRINT	Estimate	All	09/01/2002	08/31/2003	\$95,800.00
1B53501	9301692	SELF COVER BOOKLETS	Estimate	All	05/01/2003	08/30/2004	\$1,000,000.00
1C13102	20059501336	PRINTING COVER BOOKLETS	Estimate	All	02/16/2005	08/31/2007	\$350,000.00
1C42801	20069601640	PRINTING OF DOE PUBLICATIONS	Estimate	All	12/01/2005	08/31/2008	\$2,655,000.00
2203805	20069600449	PROCESS COLOR POSTERS	Not To Exceed	All	01/20/2005	03/31/2006	\$50,000.00

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Check



Purchasing Guidelines and Thresholds

DCP Client Services

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Purchasing Guidelines & Thresholds ~ Professional Services ~

PROFESSIONAL SERVICES – Contracted Services			
Thresholds	Procurement Action	Process	Timeline
\$0 - \$25,000	Purchase Order in FAMIS	School enters PO in FAMIS. No further approval necessary	N/A
>\$25,000		School enters PO in FAMIS. Review and approval by ISC	Up to 5 days
PROFESSIONAL SERVICES – Non-Contracted Services			
Thresholds	Procurement Action	Process	Timeline
\$0 - \$250	No Bid PO	School enters No Bid purchase order in FAMIS. No further approval necessary.	N/A
\$250 - \$5,000	Telephone Quotes/3 Bid PO	School must solicit and document three (3) telephone quotes, then enter 3 Bid PO. No further approval necessary.	N/A
\$5,000 - \$25,000	Written Quotes/ 3 Bid PO	School or ISC must solicit and document three (3) written quotes, then enter 3 Bid PO. No further approval necessary.	N/A
\$250 - \$25,000	Sole Source/ Exceptions	School or ISC must document sole source or exception, then enter PO. No further approval necessary.	N/A
\$25,000 - \$100,000	a) Informal Solicitation Request (ISR)	The request must come to DCP. DCP will either a) conduct an ISR, or b) process an exception, depending on the request	2 months
	b) Exception (Sole Source)		1-2 weeks
>\$100,000	a) Request for Proposals (RFP)	ISC must request for DCP to assist in the preparation and processing of an RFP	5-12 months
	b) Exception	ISC must submit an Exception to the Committee on Contracts	2-3 months (from approval by Committee)

Purchasing Guidelines & Thresholds ~ Commodities ~

PROFESSIONAL SERVICES – Internal DOE Professional Service Providers			
Thresholds	Procurement Action	Process	Timeline
\$ No Limit	Purchase Order in FAMIS	School allocates money to 0998 object code in Galaxy, then requests service in FAMIS e-Catalog. Service Provider approves services request via FAMIS. No further approval is necessary.	None (but can vary based on provider response time)
COMMODITIES – Contracted Items, Non-List, and Listing Applications			
Thresholds	Procurement Action	Process	Timeline
\$0 - \$100,000	Purchase Order in FAMIS	School enters PO in FAMIS. No further approval necessary	N/A
>\$100,000		School enters PO in FAMIS. Review and approval by ISC	Up to 5 days

Purchasing Guidelines & Thresholds ~ Commodities ~

COMMODITIES – Non-Contracted Items			
Thresholds	Procurement Action	Process	ISC / DCP Response
\$0 - \$250	Purchase Order in FAMIS	If not an active vendor with the DOE, vendor must register with the DOE and receive a vendor number. School enters No Bid PO in FAMIS. No further approval necessary.	N/A
\$250 - \$5,000	Telephone Quotes	School gets telephone quotes from three (3) vendors, then enter PO in FAMIS. No further approval necessary.	N/A
	Sole Source	Sole Source approval by school	
\$5,000 - \$15,000	Written Quotes	School gets written quotes from three (3) vendors, then enters PO in FAMIS. No further approval necessary.	N/A
	Sole Source	Sole Source approval by school	
\$15,000 - \$100,000	Open Market Agreement (OMA)	The request must come to DCP, who will conduct a public solicitation for the goods	2-5 months
	Sole Source	Request must come to DCP for approval if determined to comply with SOPM	
> \$100,000	Request for Bid (RFB)	School or ISC must request DCP to assist in the preparation and processing of an RFB	4-10 months (depending on complexity)
	Sole Source	ISC, on behalf of the school, must submit an Exception to the Committee on Contracts if determined to comply with SOPM	3-4 months (from approval by Committee)

Purchasing Guidelines & Thresholds ~ Procurement Cards / SIPPs~

PROCUREMENT CARDS			
Thresholds	Procurement Action	Process	Timeline
\$0 - \$5,000	Single Transaction with P-Card	Following bidding procedures as outlined in SOPM, School completes transaction with P-Card. No further approval necessary	N/A
\$0 - \$15,000	Encumbrance	School may encumber up to this amount at any given time on P-Card.	N/A
<p>P-Cards work essentially like credit cards and may be used to order products from vendors in situations where issuing a Purchase Order is not efficient for reasons such as delivery time or contractual ambiguities. If the payment is for a valid purchase, the banking institution issuing the card will approve the purchase and pay the vendor, less a fee, within a few days. The banking institution then sends a monthly billing statement, along with card activity reports, to DFO for payment.</p>			
SIPPs			
<p>A SIPP (Small Item Payment Process) and formerly referred to as an IMPREST, is an electronic payment mechanism processed through the FAMIS Portal. SIPPs were originally established to facilitate "over-the-counter" purchase, (e.g., postage), providing for a direct payment to the vendor or reimbursement to the purchaser. With the introduction of P-Cards, SIPPs should no longer be used for purchases. Instead, SIPPs should be reserved for reimbursement to the NYC Department of Education employees for business related expenses.</p>			



Purchasing Press

- The Purchasing Press offers tips and techniques for FAMIS, as well as useful news and information throughout the school year.
- If you currently don't receive a regular e-mail with the Purchasing Press, go to:

<https://dfoforms.nycenet.edu/MailList>

and add your name and e-mail address to the Mailing List. You'll be sent a copy of each new Purchasing Press as it comes out.



DCP Client Services

- (718) 935-4444
- PurchasingPortal@schools.nyc.gov