



State of Louisiana
DIVISION OF ADMINISTRATION
OFFICE OF STATE PURCHASING

M. J. "MIKE" FOSTER, JR.
GOVERNOR

MARK C. DRENNEN
COMMISSIONER OF ADMINISTRATION

MEMORANDUM OSP01-10

To: All State Agencies and Political Subdivisions
Attention Purchasing and Accounting Personnel

From: Denise Lea, Director

Date: April 25, 2001

Re: **Grainger Industrial MRO Supplies Catalog Contract No. 404506**

***"Your one-source electronic pricing tool is now available!
No more manual price calculations!"***

The Office of State Purchasing is pleased to announce that the Louisiana/Grainger Internet catalog has been approved and may now be accessed at our homepage, www.state.la.us/osp/, under "Contracts / Approved Catalog Contracts."

The Grainger e-catalog reflects *complete net discounted contract prices* for all items, including the G.E. Lighting and Advance Ballast price schedules, as well as the deeper discounts on Rayovac batteries, Stanley tools, and Proto tools, all of which previously required you to perform manual price calculations.

Please remember to enter your agency's unique account number/password; otherwise, the pricing will not reflect the state's net discounted contract prices!

In addition to providing a one-source pricing tool, the Louisiana/Grainger Internet catalog includes helpful "e-tools" for obtaining detailed written and visual product information, Material Safety Data Sheets, OEM parts from over 550 brand-name manufacturers and free parts diagrams, and various browsing formats – by category, by keywords, by Grainger Item#, or by Manufacturer. Additionally, on-line capability is available to help manage personal shopping lists of your agency's frequently-ordered MRO items.

Training. If your agency team of end-users, procurement and accounting personnel would like hands-on training in the use of the Grainger Internet catalog and its available utilities, please contact your local Grainger branch office.

For more detailed contract information, visit our website and click on "Contracts / Featured Contracts / Grainger Industrial MRO Supplies", or you may contact State Purchasing Officer Debbie Gautreau (e-mail: dgautre@doa.state.la.us). Please distribute this memorandum to your appropriate personnel.

