



CORPORATE OFFICES:

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January 22, 2025

Mr. Dhanraj Singh, Chief Procurement Officer
NYS Office of General Services
Procurement Services
38th Floor – Corning Tower
Empire State Plaza
Albany, NY 12242

Re: Conditions for Approval – NYSID Application #2370-C, Recycled 8.5 x 11” White Copy Paper – 30% Post-Consumer Recycled Content, E5530-Zone-001

Dear Mr. Singh:

A condition of the April 3, 2024 approval by the NYS Procurement Council granting NYSID Preferred Source designation for the provision of Recycled 8.5 x 11” White Copy Paper – 30% Post-Consumer Recycled Content, E5530-Zone-001 is for NYSID to provide a sales report to the Procurement Council. It is to demonstrate sales have not been made to non-approved zone for the next four meetings, subsequent to the approval.

In accordance with the reporting requirement stated in the NYS Procurement Council Conditional approval, attached is the NYSID Copy Paper sales report from 10/1/2024 to 1/21/2025.

Please feel free to contact me should you have any questions.

Sincerely,

Sarah DeVoe
Chief Compliance Officer