



Plains Exploration & Production Company

## **Standard Office Supplies Stocked at PPNT**

### **ENVELOPES & MAILING SUPPLIES**

|         |                                                                                  |
|---------|----------------------------------------------------------------------------------|
| 946-608 | Columbian® Tyvek® Envelopes, 14 Lb., 12" x 15 1/2", White, Box Of 100            |
| 948-083 | Columbian® Tyvek® Envelopes, 14 Lb., 10" x 13", White, Box Of 100                |
| 348-201 | Columbian® White Wove #10 Business Envelopes, 4 1/8" x 9 1/2", White, Box Of 500 |
| 423-251 | Columbian® Kraft #14 Business Envelopes, 5" x 11 1/2", Brown Kraft, Box Of 500   |
| 341-099 | Columbian® Kraft Clasp #55 Envelopes, 6" x 9", 28 Lb., Brown Kraft, Box Of 100   |
| 450-892 | Bubble Mailer Office Depot, 6" X 9", 25 pack                                     |
| 450-919 | Bubble Mailer Office Depot, 8.5" X 11", 25 pack                                  |
| 450-964 | Bubble Mailer Office Depot, 10.5" X 15", 25 pack                                 |

### **LABELS**

|         |                                                                      |
|---------|----------------------------------------------------------------------|
| 463-646 | Avery® White Laser Printer Labels, Shipping, 3 1/3" x 4", Box Of 600 |
|---------|----------------------------------------------------------------------|

### **SCRATCH PADS**

|         |                                                                                                |
|---------|------------------------------------------------------------------------------------------------|
| 305-466 | Office Depot Value™ Perforated Writing Pads, 8 1/2" x 11 3/4", Legal Ruled, White, Pack Of 12  |
| 305-706 | Office Depot Value™ Perforated Writing Pads, 8 1/2" x 11 3/4", Legal Ruled, Canary, Pack Of 12 |
| 223-291 | Office Depot Value™ Perforated Writing Pads, 8 1/2" x 14", Legal Ruled, White, Pack Of 12      |
| 223-111 | Office Depot Value™ Perforated Writing Pads, 8 1/2" x 14", Legal Ruled, Canary, Pack Of 12     |
| 306-902 | Office Depot Value™ Junior Perforated Writing Pads, 5" x 8", Legal Ruled, White, Pack Of 12    |
| 307-397 | Office Depot Value™ Junior Perforated Writing Pads, 5" x 8", Legal Ruled, Canary, Pack Of 12   |
| 307-389 | Office Depot® Brand Steno Books, 6" x 9", Gregg Ruled, 70 Sheets, Green Tint, Pack Of 12       |

### **POST-IT NOTES**

|         |                                                                                     |
|---------|-------------------------------------------------------------------------------------|
| 172-528 | 3M Post-it® Notes In Canary Yellow, 3" x 5", Pad Of 100 Sheets, Pack Of 12 Pads     |
| 172-510 | 3M Post-it® Notes In Canary Yellow, 3" x 3", Pad Of 100 Sheets, Pack Of 12 Pads     |
| 172-460 | 3M Post-it® Notes In Canary Yellow, 1 1/2" x 2", Pad Of 100 Sheets, Pack Of 12 Pads |

### **PENS & PENCILS**

|         |                                                                                |
|---------|--------------------------------------------------------------------------------|
| 149-765 | Sanford® Uni-Ball® Rollerball Pens, Extra-Fine Point, 0.5 mm, Black, Box of 12 |
| 149-757 | Sanford® Uni-Ball® Rollerball Pens, Extra-Fine Point, 0.5 mm, Blue, Box of 12  |
| 149-781 | Sanford® Uni-Ball® Rollerball Pens, Extra-Fine Point, 0.5 mm, Red, Box of 12   |
| 181-594 | Paper Mate® Ballpoint Stick Pens, Medium Point, 1.0 mm, Black, Box Of 12       |
| 181-578 | Paper Mate® Ballpoint Stick Pens, Medium Point, 1.0 mm, Blue, Box Of 12        |
| 181-586 | Paper Mate® Ballpoint Stick Pens, Medium Point, 1.0 mm, Red, Box Of 12         |
| 733-601 | Office Depot® Brand Wood Pencils, #2 Medium Soft Lead, Pack Of 72              |
| 928-721 | Pentel® Quicker-Clicker™ Automatic Pencil, 0.5 mm, Smoke                       |

### **MARKERS & HIGHLIGHTERS**

|         |                                                                     |
|---------|---------------------------------------------------------------------|
| 203-174 | Sanford® Major Accent® Highlighters, Fluorescent Yellow, Pack Of 12 |
| 203-182 | Sanford® Major Accent® Highlighters, Fluorescent Green, Pack Of 12  |
| 203-158 | Sanford® Major Accent® Highlighters, Turquoise Blue, Pack Of 12     |
| 257-391 | Sanford® Major Accent® Highlighters, Fluorescent Orange, Pack Of 12 |
| 203-141 | Sanford® Major Accent® Highlighters, Pink, Pack Of 12               |
| 203-349 | Sanford® Sharpie® Permanent Fine-Point Markers, Black, Pack of 12   |

### **ERASERS, LEAD**

|         |                                                                        |
|---------|------------------------------------------------------------------------|
| 500-603 | Pentel® Premium Super Hi-Polymer® Lead, 0.5 mm, HB, Medium, Tube Of 12 |
| 487-348 | Pentel® Quicker Clicker™ Eraser Refills, Pack Of 15                    |
| 279-632 | Office Depot Value™ Pink Bevel Erasers, Pack Of 24                     |

### **CLIPS & STAPLES**

|         |                                                                                     |
|---------|-------------------------------------------------------------------------------------|
| 909-309 | OIC® Binder Clips, Mini, 9/16" Wide, 1/4" Capacity, Box Of 12                       |
| 429-415 | Office Depot® Binder Clips, Small, 3/4" Wide, 3/8" Capacity, Box Of 12              |
| 429-431 | Office Depot® Binder Clips, Medium, 1 1/4" Wide, 5/8" Capacity, Box Of 12           |
| 308-957 | Office Depot® Binder Clips, Large, 2" Wide, 1" Capacity, Box Of 12                  |
| 429-266 | Office Depot® Brand Paper Clips, No. 1 Regular, Silver, Box Of 100 Clips            |
| 429-175 | Office Depot® Brand Paper Clips, Jumbo, Silver, Box Of 100 Clips                    |
| 320-960 | Swingline® S.F.® 1 Standard Staples, Standard Point, 1/4", Full Strip, Box Of 5,000 |

### **TAPES & RUBBER BANDS**

|         |                                                                |
|---------|----------------------------------------------------------------|
| 489-461 | 3M Scotch® Magic™ 810 Refill Tape, 3/4" x 1,000", Pack Of 10   |
| 856-198 | Office Depot® Rubber Bands In 1/4 Lb. Bag, #16, 2 1/2" x 1/16" |
| 856-333 | Office Depot® Rubber Bands In 1/4 Lb. Bag, #33, 3 1/2" x 1/8"  |
| 856-657 | Office Depot® Rubber Bands In 1/4 Lb. Bag, #64, 3 1/2" x 1/4"  |

### **WHITE OUT & CORRECTION TAPE**

|         |                                                                                                         |
|---------|---------------------------------------------------------------------------------------------------------|
| 182-089 | Paper Mate® Liquid Paper® Correction Fluid, Fast Dry, White, Pack Of 12                                 |
| 576-025 | Paper Mate® Liquid Paper® All-Purpose Correction Pens, 7 ml, Pack Of 2                                  |
| 254-089 | Paper Mate® Liquid Paper® Dryline® Grip Disposable Correction Tape, Single Line, 335", White, Pack Of 2 |

### **FOLDERS & BINDERS**

|         |                                                                                    |
|---------|------------------------------------------------------------------------------------|
| 810-838 | Office Depot® Brand Recycled Manila File Folders, 1/3 Cut, Letter Size, Box Of 100 |
| 810-846 | Office Depot® Brand Recycled Manila File Folders, 1/3 Cut, Legal Size, Box Of 100  |