

October 27, 2010

PLEASE FORWARD THIS INFORMATION TO THE INDIVIDUAL(S) IN YOUR UNIT RESPONSIBLE FOR ORDERING OFFICE SUPPLIES:

**Subject: ROSE ROLLS BACK THE PRICES OF OFFICE SUPPLIES!**

**A ROSE project initiative brought to you by Purchasing Services.**

It is our pleasure to inform you that as a result of a ROSE project initiative, Purchasing Services and Grand & Toy have developed a new agreement offering substantial cost savings. This new agreement is currently effective. Please note the following and make the most of the opportunities to significantly help your office supplies budget and potentially save the University over \$236,000 this year.

### **New Pricing**

**New U of M pricing from Grand & Toy is now, on average, 10% lower than last year's pricing**

Effective immediately, Grand & Toy has established new pricing for the University of Manitoba, which provides on average, an overall savings of 10%. Please note that each item is competitively priced. There is no longer a standard discount from catalogue pricing. Check

<http://www.grandandtoy.com/sites/corp/login.aspx>

for the new University pricing.

### **2% Rebate for ONLINE ORDERS**

**Take advantage of online ordering and receive an additional 2% rebate at the point of sale!**

To take advantage of this rebate, place all of your Grand & Toy orders through their website:

<http://www.grandandtoy.com/sites/corp/login.aspx>

If you currently do not have an online account with Grand & Toy, please contact our Grand & Toy representative: Sherry Kolthof, [SherryKolthof@grandandtoy.com](mailto:SherryKolthof@grandandtoy.com) Ph. 204-487-5558 to set up an online account today.

### **2% Rebate for Orders \$250 or Greater**

**Ensure the order is over \$250.00 and receive an additional 2% rebate at the point of sale!**

For every order placed over \$250.00, you will receive a further 2% rebate at the point of sale. In support of this initiative, Grand & Toy will implement a 2 or 3 day delivery per week to the University campuses.

Consider coordinating orders with coworkers and the savings will start adding up!

### **Save with Substitutions**

To realize even more savings, switch from the leading brand name office supplies for products like toner, ink jet cartridges, and Post-it Notes to Grand & Toy's private label. On average, Grand & Toy products are 33% less as compared to similar brand name products and provide comparable quality.

One more reason to use online ordering: when you order online, if the system identifies an opportunity for you to substitute with a Grand & Toy private label like-product, a “pop-up” will notify you of the opportunity to switch and save!

### **Sustainability Savings**

We are currently working with Grand & Toy to implement a Sustainable Delivery System which will include the use of reusable delivery bags in place of the delivery boxes currently used. Watch for the new Sustainable delivery system within the next few months.

### **Summary of Savings**

To summarize, by taking advantage of all of the above opportunities, a typical order previously costing \$350 will now be reduced to \$278.20, a savings of over 20%.

We are excited about the potential savings and are counting on your support of this initiative. If you have any questions please visit the purchasing services website at [http://www.umanitoba.ca/admin/financial\\_services/purch/index.html](http://www.umanitoba.ca/admin/financial_services/purch/index.html) or contact the Purchasing Services Customer Service line at 474-8348 or by e-mail at [purchasing@umanitoba.ca](mailto:purchasing@umanitoba.ca)

Thank you,

Paul Dugal, SCMP (C.P.P.), C.I.M.  
Manager  
Purchasing Services

## FAQs (Frequently Asked Questions)

**Q: Does the 10% price reduction apply to all items?**

**A:** All items are not discounted the same. Each item has been competitively priced. Based on total University purchases in the past year, the overall savings amount to 10%. Check <http://www.grandandtoy.com/sites/corp/login.aspx> for the new University pricing.

**Q: If I place an online order, will I receive an additional 2% savings above the overall 10% savings in the new pricing from Grand & Toy?**

**A:** Yes, the additional 2% discount is applied to your online order upon checkout, so you get both the new reduced pricing and an additional 2% online discount.

**Q: If I place an online order of more than \$250.00, how much of a discount will I be receiving?**

**A:** You will be receiving the new reduced pricing of 10% overall, plus an additional 2% online order discount plus another 2% discount for an order exceeding \$250.00 before taxes. If you substitute Grand & Toy's private label supplies for the leading brand name, your potential to save is even greater.

**Q: Can I still place an order if it's not over \$250.00?**

**A:** You can still place an order if it's not over \$250.00, however you will be missing out on the opportunity to save an additional 2% from the Order Size rebate. We encourage you to coordinate your ordering and place fewer, larger orders to optimize your savings potential.

**Q: How do I place an online order?**

**A:** If you already have an online account with Grand & Toy, then you simply visit: <http://www.grandandtoy.com/sites/corp/login.aspx> and login in to your account and place your order. If you do not have an online account set up with Grand & Toy, please contact our Grand & Toy representative: Sherry Kolthof, [SherryKolthof@grandandtoy.com](mailto:SherryKolthof@grandandtoy.com), ph. 204-487-5558 who will be happy to set you up with an online account today.

**Q: When can I expect to receive my office supplies order?**

**A:** Generally within 48 to 72 hours of placing your order. Place your order before 4:00 p.m. to receive the quickest delivery.

**Q: Who can I contact at the University if I have any questions or need more information?**

**A:** Please visit the University of Manitoba's Purchasing Services website at [http://www.umanitoba.ca/admin/financial\\_services/purch/index.html](http://www.umanitoba.ca/admin/financial_services/purch/index.html) if you are in need of more information. If you have any questions please contact the Purchasing Services Customer Service line at 474-8348 or by e-mail at [purchasing@umanitoba.ca](mailto:purchasing@umanitoba.ca)