



**NYC Housing Development Corporation  
Office Supplies Usage Report  
April 1, 2023 - January 20, 2026**

| Product Code    | Description                                                 | UM | QTY |
|-----------------|-------------------------------------------------------------|----|-----|
| ANS69318M       | GLOVES,LATEX,5MIL,MED,WE                                    | BX | 5   |
| ASP30203        | PAD,MEMORY FOAM WRIST,BK                                    | EA | 15  |
| AVE05461        | LABEL,3/4 RND,LBE,1008/PK                                   | PK | 2   |
| AVE05462        | LABEL,3/4 RND,YW,1008/PK                                    | PK | 2   |
| AVT37680        | CUP;PENCIL;FUSION                                           | EA | 4   |
| BICBL11GN       | HIGHLIGHTER,BRITELINER,GN                                   | DZ | 2   |
| BICBL11YW       | HIGHLIGHTER,BRITELINER,YW                                   | DZ | 4   |
| BICGSF11BK      | PEN,ROUND STIC,FINE,BK                                      | DZ | 7   |
| BICGSFG11BE     | PEN,BPT,RNDSTC,GRP,FN,BE                                    | DZ | 15  |
| BICGSMG11BE     | PEN,BLPT,ROUNDSTCK,MED,BE                                   | DZ | 14  |
| BICGSMG11BK     | PEN,BLPT,ROUNDSTCK,MED,BK                                   | DZ | 20  |
| BOSSBS1914CP    | STAPLES,STD,CHISEL POINT                                    | BX | 5   |
| BPTTYF0912WS    | FLAT ENVELOPES, TYVEK,9" X 12", WHITE, 100/CS               | CS | 1   |
| BRTTZE231       | LABEL,1/2" BK/WHT                                           | EA | 5   |
| BRTTZE241       | LABEL,3/4" BK/WHT                                           | EA | 2   |
| BRTTZE354       | LABEL,1" GLD/BLK                                            | EA | 1   |
| BRTTZEFX251G    | BROTHER LABEL,1",FLX,BK ON WHT                              | EA | 2   |
| BTC00388        | BIGELOW, TEA, GREEN, BAG, 28/BX, 6 BX/CS                    | CS | 12  |
| BTC00388        | BIGELOW, TEA, GREEN, BAG, 28/BX, 6 BX/CS                    | CT | 10  |
| BTC10347BX      | BIGELOW, TEA, DECAF GREEN, BAG, 28/BX, 6BX/CT               | CS | 8   |
| BTC10347BX      | BIGELOW, TEA, DECAF GREEN, BAG, 28/BX, 6BX/CT               | BX | 18  |
| BTC17704        | STEEP TEA, LEMON GINGER, 20/BX                              | CS | 28  |
| BUNBCF250       | FILTER,DRIP COFFEE,250 20132.0000                           | PK | 26  |
| BWK535          | BAG,40X46,X-HVY DUTY,CLR                                    | CT | 2   |
| BWK6220         | TOWEL,CFOLD,12/200,WE,HVN 63231                             | CT | 20  |
| CDC3320084011   | CLEANER,FRDG BKING SDA,WE                                   | EA | 108 |
| CDC3320094170   | FRESHENER,AIR,DEDZRZ,7OZ                                    | EA | 111 |
| CGW35001CT      | CRYSTAL GEYSER WATER,ALPINE,SPRG,35BTL                      | CT | 6   |
| CLO30112        | CLOROX® DISINFECTING WIPES, CRISP LEMON AND FRESH SCENT, 35 | PK | 11  |
| CLO30112        | CLOROX® DISINFECTING WIPES, CRISP LEMON AND FRESH SCENT, 35 | CT | 1   |
| CLO31547        | WIPES,DSNFCTNG,700CT                                        | CT | 53  |
| CLO30208        | CLOROX DISINFECTING WIPES FRSCNT/CITBL 4/3X75CT VALUE PACK  | PK | 2   |
| DIX13882        | WOODCASE PENCIL,HB #2,YELLOW                                | DZ | 6   |
| DURDL2032B4PK   | BATTERY,LITHIUM,2032,4/PK                                   | PK | 3   |
| DURMN1604BKD    | BATTERY,9 VOLT, COPPERTOP, 12/PK                            | BX | 1   |
| DUROPT1500B8PRT | BATTERY,OPTIMUM,AA,8/PK                                     | PK | 7   |
| DUROPT2400B8PRT | BATTERY,OPTIMUM,AAA,8/PK                                    | PK | 2   |
| DXEFM217        | FORK,PS,MW,WHITE,1000/CT                                    | CT | 22  |
| DXEKM217        | KNIFE,HVY MED WGT,WHT                                       | CT | 1   |



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| DXESXB12WSPK    | BOWL,PAPER,HW,PATHWAYS,12OZ,125/PK                  | PK | 82  |
| DXETM217        | TEASPOON,PS,MW,WHITE,1000/CT                        | CT | 16  |
| DXEUX7WS        | PLATE,PAPER,ULTRALUX,PATHWAYS,6 7/8",500/CT         | PK | 30  |
| DXEUX9PATH      | PLATE,PAPER,ULTRALUX,PATHWAYS,8.5",1000/CT          | CT | 53  |
|                 | PLATE,PAPER,PATHWAYS,MW, 8 1/2",600/CT              | CS | 0   |
|                 | WASHER FLUID,ELITE,-20F WINTER,128OZ 6/CS           | CS | 2   |
| FALDSXLPW       | CLEANER,DUST-OFF,10OZ,2PK                           | PK | 49  |
| FEL8038901      | ORGANIZER,DESIGNER STES                             | EA | 6   |
| FEL99595        | CORD,EXT,1OUT,3PRNG,9',GY                           | EA | 6   |
|                 | FRAC, COFFEE, CAFE BUSTELO, ESPRESSO, 2 OZ, 30/CT   | CT | 64  |
| FSK01004249J    | SCISSORS,8IN STRAIGHT,GY                            | EA | 34  |
| FSK1067265      | SCISSORS,SFTGRP,EVERYDAY,8",STRAIGHT                | EA | 10  |
|                 | C-FOLD TOWEL,10X12,WHT,1PLY,2400/CT                 | CT | 2   |
|                 | TOWEL,CFOLD,WE,150/PK (101)                         | CT | 22  |
|                 | FRAC, COFFEE, GMT, FRENCH VANILLA, 2.2 OZ, 50/CT    | CT | 8   |
|                 | FRAC, COFFEE, GMT, HAZELNUT, 2.2 OZ, 50CT           | CT | 14  |
|                 | FRAC, COFFEE, GMT, COLOMBIAN DECAF, 2.2 OZ, 50/CT   | CT | 1   |
|                 | FORK-MID SIZE COMPOSTABLE BULK - CPLA WHT 1M/CS     | CT | 4   |
|                 | SPOON-MID-SIZE COMPOSTABLE BULK CPLA WHITE 6" 1M/CS | CT | 8   |
| GOJO871104      | SOAP,FOAM,ADX-7,CLR&MILD,4/CT                       | CT | 1   |
| HAM162008       | PAPER,LTR,TIDAL,WE                                  | CT | 95  |
| HAM86750        | PAPER,GREAT WE,LGR,20#RCY (67750)                   | RM | 10  |
| HEW172000       | PAPER,HP OFFICE,11X17,20#                           | RM | 10  |
| HVRCH53010      | VACUUM,UPRIGHT,14",BK                               | EA | 1   |
| IVR50448        | PAD, MOUSE, GEL WCLOTH,BK                           | EA | 54  |
| IVR50458        | REST,WRIST,GEL W/CLOTH,BK                           | EA | 35  |
| IVR73306        | STRIP,POWER,6FT,6OUTL,IVY                           | EA | 6   |
| JAM222419050    | PUSHPINS, CLEAR,100/PK                              | PK | 9   |
| KCC01510        | TOWEL,SURPSS C-FLD PPR,WE                           | CT | 104 |
| KCC34790BX      | WIPE,K-C,126/BX                                     | BX | 30  |
|                 | LIPTON TEA BLACK CUP SERVING 100                    | CS | 1   |
|                 | LIPTON TEA,REGULAR,100/BX                           | CS | 2   |
| MMM3750         | TAPE,BOX SEAL,2X54.6YDS,RL(3760-6)                  | RL | 72  |
| MMM37506        | TAPE,SHIPPING,6/PK,CLR                              | PK | 1   |
| MMM426          | SPONGE,HV DUTY,6/PK,YEL                             | PK | 7   |
| MMM559VAD6PK    | EASEL,POST-IT,6PK,WHITE                             | CT | 1   |
| MMM6445SSP      | NOTE,MEETING,6X4,NE                                 | PK | 2   |
| MMM65424SSMIACP | PADS,SS,NOTES,3"X3",MIAMI                           | PK | 3   |
| MMM6549YW       | NOTE,HLND,3X3,12/PK,YW                              | PK | 3   |
| MMM654YW        | NOTE,POST-IT,3X3,12/PK                              | PK | 26  |



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|--------------|-------------------------------------------------------|----|-----|
| MMM655AST    | NOTE,POST-IT 3X5,PST                                  | PK | 2   |
| MMM655RPA    | NOTE,POST-IT,3X5,5/PK,AST                             | PK | 2   |
| MMM659YW     | NOTE,POST-IT,4X6,12PD/PK,YW                           | PK | 9   |
| MMM810341296 | TAPE,MAGIC 3/4X1296,MATTE                             | RL | 144 |
| MMMC38BK     | DISPENSER,TAPE,DESK,BKDISPENSER,TAPE,DESK,BK          | EA | 25  |
| MRC6506      | NAPKINS,LUNCH,2400/CT,WE                              | PK | 543 |
| MRCP100B     | TOWEL,CFOLD,16PK/150,WH, 16PK/CT                      | CT | 15  |
| MRCP100N     | TOWEL,CFOLD,1PLY,RCY,15X19,2400/CT,NAT                | CT | 2   |
| MRI827553    | EQUAL PACKETS,2000/CS,(20008705)                      | CS | 8   |
| MTH01468     | CLEANER,ALL PURP,PNKGRPFT                             | EA | 6   |
| NECO77850    | CLEANER,SQUEAKY CLEAN F/COF POT                       | EA | 17  |
| NWLENGAPFL   | NITRILE EXAM PF GLOVES - BLUE- LARGE - 4MIL - 100/BX  | BX | 10  |
| NWLENGAPFM   | NITRILE EXAM PF GLOVES - BLUE- MEDIUM - 4MIL - 100/BX | BX | 10  |
|              | LATEX EXAM POWDER FREE GLOVES LARGE - 100/BX          | BX | 15  |
|              | LATEX EXAM POWDER FREE GLOVES MEDIUM - 100/BX         | BX | 5   |
|              | VINYL EXAM POWDER FREE GLOVES -LARGE - 100/BX         | BX | 7   |
|              | WIPE, SANITIZING, ALCOHOL, 50/PK                      | PK | 31  |
| PAP8330152   | MARKER,FLAIR,U-FNE,BK                                 | DZ | 1   |
| PEN509HB     | LEAD,PENCIL,.9MM,HB,15/TU                             | PK | 7   |
| PEN50HB      | LEAD,PENCIL,.7MM,HB,12/TU                             | PK | 15  |
| PEN50HB      | LEAD,PENCIL,.7MM,HB,12/TU                             | DZ | 4   |
| PENAL17C     | PENCIL,MECH,CHAMP,.7MM,BE                             | DZ | 7   |
| PENBLN25A    | PEN,ENERGEL NV, FINE,BK                               | DZ | 1   |
| PENC505HB    | LEAD,PENCIL,.5MM,HB,12/TU                             | PK | 6   |
| PENC505HB    | LEAD,PENCIL,.5MM,HB,12/TU                             | DZ | 3   |
| PENQE515A    | PENCIL,TWST,ERS,3,.5MM,BK                             | EA | 26  |
| PFI016902    | FIRST AID,ADVIL LIQD GELS                             | BX | 2   |
| PFX15446HD   | POCKET,FILE,7"EX,LGL,BRKR                             | BX | 15  |
| PFX415315RED | FOLDER,HANG,LGL,25/BX,RD                              | BX | 1   |
| PGC08622     | SWFR WET FRESH 6/12CT                                 | CT | 3   |
| PGC08622     | SWFR WET FRESH 6/12CT                                 | BX | 9   |
| PGC09060CT   | MOP,SWIFFER SWEEPER,GN                                | CT | 1   |
| PGC12301     | DAWN PROF PW SK FRESH 6/16OZ                          | CT | 1   |
| PGC35154     | CLEANER,SWIFFER WET CLOTH(PGC95531PK)                 | BX | 5   |
| PGC82038     | CLEANING PAD,XTRA POWR,WH                             | BX | 6   |
| PGC95531     | WIPES,CLOTH,WET,SWIFFR,12                             | PK | 11  |
| PIL11003     | MARKER,RAZOR POINT II,BE                              | DZ | 1   |
| PIL31103     | PEN;G2;GEL;XF;BK;UPC                                  | DZ | 1   |
| PIL32600     | PEN,B2P,BG,BALLPT,FINE,BK                             | DZ | 1   |
| PIL32601     | PEN,B2P,BG,BALLPT,FINE,BE                             | DZ | 1   |



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|             | LID,HOT,10-24,WHT,1000/CT (HCDL-W)                      | CT | 30  |
|             | CUP,HOT,10OZ SQ,COFFEEBEAN,1000/CT                      | CT | 113 |
| PNTPEN13085 | PEN,BALLPOINT STICK,,.7MM,10EA/BX,BE/FROST BE           | BX | 1   |
| PNTPEN13086 | PEN,BALLPOINT STICK,.7MM,10EA/BX,BK/FROST GY            | BX | 1   |
| QRTS534     | BOARD,MARK-WIPE,36 X 48                                 | EA | 1   |
| QUA90020    | ENVELOPE,#10,GUMMED,24LB,WHITE,500BX                    | BX | 2   |
| RAC79329    | DISINFECTANT,SPRAY,LINEN 19 OZ                          | EA | 12  |
| RED33002    | NOTEBOOK,WRBND,7.75X5                                   | EA | 450 |
| RED33008    | NOTEBOOK,WRBND,10X8,N/RL                                | EA | 342 |
| ROLE23569   | HOLDER,PENCIL,WD/MTL,GMT                                | EA | 6   |
| RPPR810BX   | STICK,WDCOFFEE,5.5",WDG 1M/BX/10BX/CS                   | BX | 31  |
| RTG81014    | TAG,SIGNHERE,YW,120/PK                                  | PK | 12  |
| SAF71491    | BACKREST,14"H,VELOUR,BK, 5/CT                           | EA | 2   |
| SAN25005    | HIGHLIGHTER,MJR ACCENT, YW                              | DZ | 5   |
| SAN30001    | MARKER,SHARPIE,FINE PT,BK (EA=1 MARKER)                 | DZ | 7   |
| SAN38201    | MARKER,SHARPIE,CHSL,BK                                  | DZ | 7   |
| SAN38250PP  | MARKER,SHARPIE,CHISEL,8ST                               | ST | 3   |
| SAN80001    | MARKER,EXPO 2,CHISEL,BK                                 | DZ | 1   |
| SAN80078    | MARKER,EXPO,CHSL,8/ST,AST(80678)                        | ST | 2   |
| SAN81803    | CLEANER,WHITE BOARD,8OZ                                 | EA | 4   |
| SAN81850    | TOWELETTE,50-6X9SH,EXPO                                 | EA | 4   |
|             | COFFEE,STARBUCKS,VERONA,2.5 OZ                          | BX | 100 |
|             | COFFEE,STARBUCKS PIKE PLACE,2.5 OZ                      | BX | 113 |
|             | COFFEE,STRBCK,VERNDA,2.5OZ                              | BX | 6   |
|             | COFFEE,GROUND,VERANDA,2.5OZ                             | BX | 20  |
| SBK12434018 | TEA,CLASC CHAI FB,TVNA,24CT                             | BX | 4   |
|             | SPLENDA SWEETNER,2000PK/CT -1GM                         | CS | 4   |
|             | COFFEE, FRAC, SEATTLES BEST, LEVEL 3 DECAF, 2 OZ, 18/BX | BX | 2   |
| SEL91145    | CUSHIONING,BUBBLE,12X100,5/16"                          | CT | 3   |
|             | SWEETENER, SUGAR IN THE RAW, 1200/BX                    | CS | 30  |
| SWI44401S   | STAPLER,DSK,FL STP,BK                                   | EA | 30  |
| TRKMB540    | MULTIFOLD HAND TOWEL WHITE 250/PK 16PK/CT               | CT | 51  |
| TWG09180    | TWININGS, TEA BAGS, LEMON GINGER, 25/BX                 | BX | 6   |
| TWG09181    | TWININGS, TEA BAGS, ENGLISH BREAKFAST, 25/BX            | CT | 10  |
| TWG09185    | TWININGS, TEA BAGS, CHAI, 25/BX                         | CT | 11  |
| TWG09185    | TWININGS, TEA BAGS, CHAI, 25/BX                         | BX | 0   |
| UBC60040    | PEN,UNIBALL,ONYX,MICRO,BK                               | DZ | 1   |
| UBC60041    | PEN,UNIBALL,ONYX,MICRO,BE                               | DZ | 1   |
| UBC60143    | PEN,UNI-BALL,ONYX,BK                                    | DZ | 1   |
| UBC60145    | PEN,UNI-BALL,ONYX,BE                                    | DZ | 1   |



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| UBC60153  | PEN,UNIBALL,MICRO, .5MM,BE                               | DZ | 1   |
| UBC65450  | PEN,UNI-GELGRIP,MED,BK                                   | DZ | 1   |
| UNV00133  | RUBBERBANDS,SIZE 33.1LB                                  | PK | 2   |
| UNV00700  | STAPLE REMOVER(93050,95691)                              | EA | 12  |
| UNV12113  | FOLDER,MLA,1/3 CT,LTR,100BX(1103)(BSN17525)              | BX | 13  |
| UNV31314  | PUSHPIN,400/PK,AST                                       | PK | 8   |
| UNV35946  | BAG,SHREDDER,26X18X48                                    | BX | 1   |
| UNV47230  | CARD,INDEX,RULED,4X6,WE [LL0275379]                      | PK | 1   |
|           | ECOS HAND SOAP, HAND, FREE & CLEAR, 17OZ, 6/CT           | CT | 1   |
|           | FACE MASK, 3-PLY, SURGICAL, 50/BX                        | BX | 4   |
|           | TEASPOON, WRAPPED, PP, WHITE, MW, 1000/CS                | CS | 1   |
|           | DAWN PROF PW SK FRESH 6/16OZ                             | EA | 2   |
|           | TAPE DISPENSER,BOX SEALING,STANDARD GRIP,2" TAPE,3"CORE  | EA | 1   |
|           | ECOS SOAP, HAND, FREE & CLEAR, 17OZ, 6/CT                | CS | 0   |
|           | TAKEOUT CONTAINER,PP, 28OZ REC, 150/CT                   | CS | 2   |
|           | FORK, WRAPPED, PP, WHITE, MW, 1000/CS                    | CS | 3   |
|           | TEABAG,CEL SEAS,PEPRMNT 25/BX                            | CS | 14  |
|           | TEABAG,CEL SEAS,PEPRMNT 25/BX                            | CT | 10  |
|           | TEABAG,CEL SEAS ENG BKFST 25/BX                          | CT | 3   |
|           | TEABAG,CEL SEAS ENG BKFST 25/BX                          | CS | 2   |
|           | TEABAG,CEL SEAS,CHAMOMIL 25/BX                           | CS | 9   |
|           | TEABAG,CEL SEAS,CHAMOMIL 25/BX                           | CT | 3   |
|           | TEABAG,CEL SEAS,CHAMOMIL 25/BX                           | BX | 0   |
|           | TEABAG,CEL SEAS,GRN 25/BX                                | CT | 11  |
|           | TEABAG,CEL SEAS,GRN 25/BX                                | CS | 6   |
|           | TEABAG,CEL SEAS,GRN 25/BX                                | BX | 0   |
|           | TEASPOON,PP PLASTIC,WHITE,MW,1000/CS                     | CS | 3   |
|           | SUGAR, DOMINO, 2000/CS                                   | CS | 18  |
|           | DISH DETERGENT, LIQUID, ORANGE SCENT, 28 OZ BOTTLE, 9/CT | EA | 192 |
|           | DISH DETERGENT, LIQUID, ORANGE SCENT, 28 OZ BOTTLE, 9/CT | CT | 4   |
|           | HOT CHOC. W/MARSH,SWISS MISS,50/BX                       | BX | 24  |
|           | COCOA,REGULAR,50/BX                                      | BX | 22  |
|           | COCOA,NO SUGAR,24/BX                                     | BX | 40  |
|           |                                                          |    |     |
| NEWCACED  | BREWER,THERMAL TALL A/F                                  | EA |     |
| NEWCACELD | BREWER,THERMAL,AUTO,LOPROFILE, A/F                       | EA |     |