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*Official signed contract documents are on file with OMES Central Purchasing.*

**Contract title:** Small Package Delivery Services

**Contract Number:** SW0825

**Date of Contract issuance:** 03/13/2023

**Contract period:** 03/13/2023 through 11/27/2023

**Agreement period:** 03/13/2023 through 11/27/2026

**Type of contract:** Mandatory  Non-Mandatory

**OMES Central Purchasing contact:** Asha Parks

**Title:** Contracting Officer

**Phone:** (405) - 521 - 6674

**Email:** [asha.parks@omes.ok.gov](mailto:asha.parks@omes.ok.gov)

**Supplier name:** UPS Professional Services Inc.

**Supplier ID #:** 00000449676

**Contract ID #:** 6848

**Supplier address:** 55 Glenlake Parkway NE

**City:** Atlanta

**State:** GA

**Zip Code:** 30328- - 3474

**Phone #:** 1 - 800 - 742 - 5877

**Email:** [State@UPS.com](mailto:State@UPS.com)

**Contract Overview:**

Thank you for your interest in joining the UPS/NASPO State of Oklahoma agreement. The UPS agreement not only provides discounts on transportation charges but also has waived all pick-up fees (daily and On-Call) plus capped the Fuel Surcharge at 7% which is a substantial savings for State members.

**Authorized Users:** All state departments, boards, commissions, agencies, institutions, counties, school districts, municipalities and tribal governments which may avail themselves of this contract.

**How to order:**

1. If there is a current UPS account – send a request message to [State@UPS.com](mailto:State@UPS.com) and provide your UPS account number, account name and phone number and we will attach you to the NASPO/Oklahoma pricing with UPS or
2. If you need a NEW account, please complete the UPS-New Account Request form and send it to [State@UPS.com](mailto:State@UPS.com) and we will assign you a new account number and attach you to the UPS rates
3. If you need anything else or have any questions please don't hesitate to email [State@UPS.com](mailto:State@UPS.com) and we will promptly assist you with your questions.
4. For pricing information review awarded contract documents.
5. Request a quote from the supplier or generate quotes from the online portal. Any quotes must reference SW0825.
6. Generate a purchase order made payable to the supplier. Purchase order must reference the statewide contract number SW0825.

**Available Brands:**

UPS

**Available Products and Services:**

Small Package Delivery Services