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Governor



**GENERAL SERVICES AGENCY**

(Ahensian Setbision Hinirat)  
Department of Administration

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Ray Tenorio  
Lieutenant Governor

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Director

George A. Santos  
Deputy Director

August 5, 2011


**GENERAL SERVICES AGENCY CIRCULAR NO.: 11 - 005**

TO: All Department and Agency Heads  
VIA: Director, Department of Administration  
FROM: Chief Procurement Officer  
SUBJECT: **Xerox Machine Contracts/Lease Expirations**

Hafa Adai! Attached is a list provided to General Services Agency of Xerox Machine Leases with the expiration dates indicated. Please review this list and ensure that your department submits its requisition for continuance of its Xerox Machine lease **prior** to the expiration date listed. For those departments whose Xerox machine lease expiration has come and gone, and have failed to submit a requisition to continue service, please be advised that Xerox Corporation will be removing those expired lease units immediately.

If you have any questions, please contact our office @ 475-1707.

Dangkolo na Si Yu'os Ma'ase' for your attention and full cooperation.

  
CLAUDIA S. ACFALLE

attachment

Customer Name	Serial Number	Expiration	MARKET_CODE
Agency Of Homeland Security	VDR000945	12/28/2011	WC7665PGC
CHAMMORU LAND TRUST	VGW686032	5/30/2011	D240G
CHAMMORU LAND TRUST	WUP903291	5/30/2011	D250EFI
Customs & Quarantine Agency	UTT021176	5/30/2011	WCP245GC
Customs & Quarantine Agency	TFW079373	5/30/2011	WCP128G
CUSTOMS & QUARANTINE AGENCY GU	TFW014836	5/30/2011	WCP123G
CUSTOMS & QUARANTINE AGENCY GU	TFW079508	5/30/2011	WCP123G
Dept Of Customs & Quarantine	TFW079350	5/30/2011	WCP123G
Dept Of Agriculture	KMM012055	2/3/2011	WCPS40
Dept Of Agriculture	FMA012747	5/30/2011	W5050PHGC
DEPT OF CHAMORRO	AXA602929	12/1/2011	D250EFI2
DEPT OF CHAMORRO	VGW628963	12/1/2011	D240G
DEPT OF INTEGRATED SVCS	TFN686292	8/24/2011	WCP3545
DEPT OF INTEGRATED SVCS	UTV151748	9/1/2011	WCP245HGC
DEPT OF MENTAL HEALTH (MAIN)	AYX102941	9/1/2011	WC7132PG
DEPT OF MENTAL HEALTH (MAIN)	AYX102979	9/1/2011	WC7132PG
DEPT OF MENTAL HEALTH (MAIN)	TFN049158	9/1/2011	WCP3545G
DEPT OF MENTAL HEALTH (MAIN)	TFN699230	9/20/2011	WCP3545G
DEPT OF MENTAL HEALTH (MAIN)	VDR000779	10/4/2011	WC7665PG
DEPT OF MENTAL HEALTH (MAIN)	VDR000809	10/10/2011	WC7665PG
DEPT OF PUBLIC HEALTH	L99038140	1/1/2011	WC4150X
DEPT OF PUBLIC HEALTH & SOCIAL	TFW078691	3/6/2011	WCP123G
DPHSS	L99046711	2/19/2011	WC4150XF
DPHSS-ADMINISTRATION	UTT020944	4/30/2011	WCP245GC
DPHSS-ADMINISTRATION	UTT021173	4/30/2011	WCP245GC
Wic Program	RYU280191	7/13/2011	WCM20I
Wic Program	RYU280967	7/13/2011	WCM20I
Wic Program	RYU281071	7/13/2011	WCM20I
Wic Program	TFN687455	12/1/2011	WCP3545C
Dept Of Public Works	TFN049250	11/1/2011	WCP3545GC
DEPT OF PUBLIC WORKS	WEY077865	12/28/2011	4110CPGC
DEPT OF PUBLIC WORKS	WEY077877	12/28/2011	4110CPGC
Dpw Bldg Maintenance	RYU336209	1/1/2011	WCM20I
Dpw Bldg Maintenance	RYU332744	12/27/2011	WCM20I
One Stop Office	URT155983	1/28/2011	WCP238HG
GOVERNORS OFC FEDERAL PROGAMS	TFN701754	6/30/2011	WCP3545GC
NIEVES M FLORES	TFN049157	9/1/2011	WCP2636G
NIEVES M FLORES	TFN049165	9/1/2011	WCP2636G
NIEVES M FLORES MEMORIAL LIB	TFN049162	9/1/2011	WCP2636G
NIEVES M FLORES MEMORIAL LIB	TFN049108	9/1/2011	WCP2636G
NIEVES M FLORES MEMORIAL LIB	TFN049117	9/1/2011	WCP2636G
Office Of Homeland Security	VGW685691	12/28/2011	D250G
Office Of Homeland Security	WUP896779	12/28/2011	D250EFI

<b>Customer Name</b>	<b>Serial Number</b>	<b>Expiration</b>	<b>MARKET_CODE</b>
PORT AUTHORITY OF GUAM	UTV155939	12/1/2011	WCP255HGC
PORT AUTHORITY OF GUAM	RYU332771	12/27/2011	WCM20I
PORT AUTHORITY OF GUAM	RYU332772	12/27/2011	WCM20I
PORT AUTHORITY OF GUAM	RYU332774	12/27/2011	WCM20I
PORT AUTHORITY OF GUAM	RYU332776	12/27/2011	WCM20I
PORT AUTHORITY OF GUAM	RYU332778	12/27/2011	WCM20I
PORT AUTHORITY OF GUAM	URR025839	12/27/2011	WCP232GC
PORT AUTHORITY OF GUAM	URT155567	12/27/2011	WCP238HGC
PORT AUTHORITY OF GUAM	URT155634	12/27/2011	WCP238HGC
PORT AUTHORITY OF GUAM	UTV152239	12/27/2011	WCP255HGC
PORT AUTHORITY OF GUAM	FLB043624	12/28/2011	W5030PHG
PORT AUTHORITY OF GUAM	WEY077846	12/30/2011	4110CPGC
Port Authority Of Guam Facilit	URT151843	12/27/2011	WCP238HGC