

**STATE OF COLORADO
VENDOR QUARTERLY
SUMMARY VOLUME REPORT**

*Send completed form to:
State Purchasing Office
1525 Sherman Street, Third Floor
Denver, CO 80203
or email to Sourcing Specialist*

Vendor Name:	x
Contact Person:	x
E-Mail Address:	x
Phone:	x
Date:	xx/xx/20xx
Colorado Price Agreement #:	x
Commodity or Service Name:	x

Revised - 4/24/14

← Fill In Highlighted Areas

Reporting Period - Please select the appropriate period: July - September ▾

← Select one from each Drop Down Menu

Reporting Year - Please select the appropriate year: 2013 ▾

SPO Sourcing Specialist Contact - Please select the Specialist and e-mail this form to: Molly Randol (303) 866-6191 Molly.Randol@state.co.us ▾

Sales Data Reported									
Type of Entity	Total Sales Dollars This Quarter ¹	Regular (List) Pricing of Total Sales ²	Estimated Cost Savings ³		Total Paid By Commercial Credit Card ⁴		Total Green Sales ⁵		
State Agencies and other State Departments	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	0%	0%
Higher Education	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	0%	0%
Political Subdivisions ⁶	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	0%	0%
Non-Profit ⁷	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	0%	0%
Totals	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	0%	0%
Colo. Admin. Fee ⁸	\$ -	Note: Make check payable to "State of Colorado". Send to: Colorado State Purchasing Office, 1525 Sherman Street, Third Floor, Denver, CO 80203							

Vendor Comments:
(enter here-->)

Legend	
1	Total Sales Dollars this Quarter - Attach detailed reports/data to support these amounts.
2	Regular (List) Pricing of Total Sales - The List / Catalog / MSRP Pricing and %, prior to any discounts.
3	Estimated Cost Savings - Savings to the State and % as a direct result of this price agreement.
4	Total Paid by Commercial Card - Reflects the portion of total sales and % paid by the State Procurement Card or credit cards.
5	Total Green Sales - Reflects the portion of total sales and % that has Environmentally Preferable attributes.
6	Political Subdivisions - Examples include City/County/Local Governments, Special Districts (School, Fire, Water, Transportation etc.)
7	Non-Profits - Organizations qualified by the State Purchasing Office based on C.R.S. 24-110-207.5.
8	Colorado Administration Fee - Only applicable to price agreements where the State is collecting a fee. <i>Vendor manually enters data.</i>

SPO Use Only _____ Date Entered to QVR Log: _____

Notes/Comments: (enter here-->)