From:	PCBO Subscription
To:	pcbodist@coyote.csusm.edu
Subject:	[Pcbodist] HP Toner Purchases
Date:	Friday, November 14, 2025 2:24:57 PM
Attachments:	hp_xerox_toner_purchases.pdf CSU Standard Yield to High Yield Flyer.pdf HP High Yield Toner Buying Guide.xlsx ATT00001.txt



HP Toner Purchases

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Sent on behalf of: Procurement & Contracts

Hi Campus Partners,

Strategic sourcing efforts at the Chancellor's Office continue to move forward, and the next step is replacing regular toner cartridges with high-yield options. The attached **"HP High Yield Buying Guide"** is designed to help with this transition. This includes standard yield cartridge information along with the corresponding high-yield codes for future purchases.

Benefits of High Yield HP Cartridges

- Significant savings
- Fewer orders and replacements
- Fewer printer interventions
- Environmentally friendly packaging
- Recycling Incentives
- Sustainable Impact
    - 27,982 kWh Saved
    - 1,580 Gallons of Gasoline Saved
    - 24.43 Acres of U.S. Forest in 1 Year

The attached flyer further outlines the benefits of making the switch, including the potential cost savings. These items are available for purchase through the IRG punchout. Please reference the attached September 11, 2025, PCBO notice regarding IRG's status as the exclusive supplier for HP toner for the CSU.

Kindly share this information as appropriate. Thank you for your continued support.

Procurement and Contracts
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