Dry Ice Ordering

Ordering Dry Ice from Select Gases

This document provides a quick guide for ordering dry ice. As of November 15, 2021, dry ice will be provided by Select Gases. Select Gases’ goal is to provide consistent and reliable dry ice deliveries to our labs.

Pricing

UGA dry ice customers have the option to source dry ice from the vendor of their choice; however, Select Gases has agreed to provide dry ice to UGA at the following prices:

- Dry Ice Pellets @ $0.58 per pound
  - 30lb minimum order with $2.50 delivery charge per location

Recurring Orders

Recurring dry ice orders can be placed in UGAmart. Please be sure to include the following in the item description:

1. Order size (30lb minimum) in 10-pound increments of dry ice pellets you want delivered each week.
2. Day of the week (deliveries will be made on Mondays & Wednesdays)
3. Where the dry ice is to be delivered (deliveries will be made directly to the lab)
4. Lab Name

<table>
<thead>
<tr>
<th>Item</th>
<th>Catalog No.</th>
<th>Size/Packaging</th>
<th>Unit Price</th>
<th>Quantity</th>
<th>Ext. Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>EA</td>
<td>4,000.00</td>
<td>1 EA</td>
<td>4,000.00</td>
</tr>
</tbody>
</table>

Note: Select Gases will manage increase or decreases in delivery amounts for all blanket PO lab accounts. Labs can call or email Select Gases to communicate increases or decreases in quantities. Email UGA@Selectgases.com or contact Patrick Norton (VP of Operations) at 678-478-8653.

One-Time Orders

Ad hoc (one-time) orders can also be handled by Select Gases. If you have an unscheduled order or a change to a recurring order, please email UGA@Selectgases.com or contact Patrick Norton (Vice President of Operations) at 678-478-8653 by Wednesday of the week before you need the ice. Select Gases’ dry ice comes in twice a week to their facility in Norcross, and they will need time to account for any changes. The pricing shown above is valid for Monday and Wednesday deliveries.
Dry Ice Ordering

Delivery

Be sure to include the following in the External Notes and Attachments area in UGAmart:

1. Beginning and Ending Dates for dry ice deliveries.
2. Point of contact information for the lab should Select Gases have any questions.

<table>
<thead>
<tr>
<th>External Notes and Attachments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Note to all Vendors</td>
</tr>
<tr>
<td>Service to begin on Monday, Nov 15th and end on June 30, 2022. Lab contact info: “add lab contact name and phone number”</td>
</tr>
</tbody>
</table>

Additional Information

- New dry ice orders or changes to recurring orders require a lead time of 1 week.
  - Select Gases can provide one-time deliveries; however, special needs must be clearly communicated before dry ice is needed. Select Gases’ dry ice comes in twice a week to their facility in Norcross, and they will need time to account for any changes.
  - Pricing above is only valid for Monday and Wednesday deliveries. Select Gases is able to maintain these prices because of the predictability of deliveries on Mondays and Wednesdays.
- Changes to weekly dry ice deliveries must be emailed or called in by the Wednesday prior to scheduled delivery to allow Select Gases lead time from their distributor. Please email UGA@Selectgases.com or contact Patrick Norton (VP of Operations) at 678-478-8653.
- Dry ice is available on demand (sold by the pound) through Central Research Stores at both the Chemistry and Coverdell Stockrooms.
- If you have questions, please contact the OneSource Service Desk at onesource@uga.edu or 706-542-0202 (option 2).
# Dry Ice Ordering

## TEST PO-DO NOT FULFILL

<table>
<thead>
<tr>
<th>Purchase Order Date</th>
<th>PO/Reference No.</th>
<th>Revision No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nov 3, 2021</td>
<td>E002403</td>
<td>original</td>
</tr>
</tbody>
</table>

### Contact Information
- **Contact**: UGA Procurement Office
- **Email**: 
- **Phone**: +1 706-542-2361
- **Buyer**: Chad Cox

## Supplier Information
- **Vendor Name**: SELECT GASES
- **Address**: 6375 Regency Pkwy Ste 710
  NORCROSS, Georgia 30071 United States
- **Duns No.**

## Delivery Address
- **DAVISON LIFE SCI**
  120 E GREEN ST
  ATHENS, GA 30602
  United States
- **Attn:** Peggy Carter
- **Dept.:** H1000259 Franklin-Biochemistry
- **Room:** A226
- **Ship To Address Code:** 01057

## Delivery Information
- **Requested Delivery**
- **Ship Via**: Best Carrier-Best Way

## Information for Supplier
- **Note to Vendor**
  Service to begin on Monday, Nov 15th and end on June 30, 2022. Lab contact info: [add lab contact name and phone number]

### Line No. | Product Description | Catalog No. | Size / Packaging | Unit Price | Quantity | Ext. Price |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1 of 1</td>
<td>Blanket PO for Dry Ice Pellets - $0.58 cents per pound + $2.50 delivery fee (minimum of 30 pounds per delivery). Beginning delivery schedule of 30 pounds on Monday and 50 pounds on Wednesday.</td>
<td>EA</td>
<td>4,000.00 USD</td>
<td>1 EA</td>
<td>4,000.00 USD</td>
<td></td>
</tr>
</tbody>
</table>

Total 4,000.00 USD

## Billing Information
- **Charge to PO Listed Above**
  All Invoices Must Include the Correct UGA PO Number in Order for Payment to be Processed.
- **F.O.B.**: N/A
- **Payment Terms**: 0, Net 30
- **Contract Number**: no value
- **Quote number**

## Billing Address
- **Attn:** ACCOUNTS PAYABLE
  RM 302
  BUSINESS SERVICES BLDG
  424 E BROAD ST
  ATHENS, GA 30602-4214
  United States

## PO Terms
- **Header**: 0001
  UGA Terms & Conditions R3.1.19