



Purchase and Contract

New Statewide Term Contract

Document Destruction Services – 7612A

Effective Dates: October 23, 2024 – October 22, 2029

The Division of Purchase & Contract has established a new statewide term contract that covers the state's normal requirements for document destruction services.

This is a mandatory statewide term contract for state agencies, departments, institutions, universities, and community colleges, unless exempted by North Carolina general statute. Additionally, non-mandatory entities, including schools and local governments, that are allowed by general statute may use this contract.

This contract is a stand-alone statewide term contract, independent of the preceding participating addendum with OMNIA Partners through statewide term contract 962B, which expired on October 22, 2024.

New Contract Highlights

These services shall be provided on an as-needed basis when ordered by state departments, agencies, higher education institutions, etc. Most services are available throughout all 100 counties within North Carolina.

Contract Details

Number: 7612A

Name: Document Destruction Services

Contract Manager:
[Jonathan Davis](#)
984-236-0225

Vendors:

- Iron Mountain Information Management LLC
- Vital Records Holding LLC

Expires: October 22, 2029

Type: Mandatory

Ordering: Ordering instructions and/or catalogs will be loaded in [eProcurement](#).

The contract includes all labor and equipment necessary to provide document destruction services, including document destruction, shredding, and recycling services for all types of office paper and mixed media, both onsite and offsite.

Each vendor has a dedicated customer service representative to ensure that agencies receive contract pricing regardless of the order channel (i.e., eProcurement, procurement card, phone, fax, or email).

The Division of Purchase & Contract is focused on establishing statewide term contracts that provide customers with goods and services at the best value.

All contract details are available on [Purchase and Contract website](#).

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