

GET TO KNOW YOUR SUPPLY CENTER: BULK HOLD PROGRAM

1. Order items and select the Supply Center as the delivery location
2. Items will be stored for you until your office is ready to receive them
3. Once you are ready to receive your items, contact Customer Service to arrange a delivery

When a delivery from bulk hold is needed, email NIHSC Customer Service at NIHSC-customerservice@od.nih.gov, with the order number, the NSN number, description of item, quantity, and its unit of measure wanted from the bulk hold. You will receive delivery of your bulk hold items in approximately two business days.

NIHSC remaining balance information will be provided periodically or upon request. Maintain records of your remaining balance, in POTS using partial receiving, or manually.



<http://nihsc1.od.nih.gov>

Building 10, B2-B41

1-833-3 ONE NIH or NIHSC-CustomerService@od.nih.gov



NIH SUPPLY CENTER