Procurement is excited to announce the addition of **Fastenal** as punchout catalog for MRO supplies to our Wolfmart showcase. Fastenal will be added to the showcase effective **October 27, 2025**. This integration is designed to simplify and enhance your purchasing experience by providing direct access to Fastenal's extensive product offerings within our existing procurement workflow. The vast majority of Fastenal's products are under an OGS contract which provides already approved competitive pricing.

What Fastenal Offers:

Fastenal is North America's largest fastener distributor and a trusted supplier of a wide range of industrial and maintenance products. Through the punchout catalog, you can now easily source:

- Fasteners (nuts, bolts, screws, anchors, etc.)
- Safety products (PPE, fall protection, first aid)
- Cleaning supplies
- Tools and equipment
- Cutting tools and metalworking supplies
- Material handling, lifting, and rigging
- Electrical and lighting
- Adhesives, sealants, and tape
- Pneumatics and hydraulics
- Plumbing, HVAC, and refrigeration
- Hardware and building materials (lumber, dry wall, lumber)
- Lubricants, coolants, and fluids
- Paint and painting supplies

    …..and more!

Why Use the Punchout Catalog?

The benefits of using this catalog include:

- Real-time pricing and availability
- Streamlined ordering and approval workflows
- Improved purchasing compliance
- Access to custom order templates and eQuotes (See below for additional information)
- Faster fulfillment through local Fastenal branches

eQuotes: For large dollar purchases or for a product not available through the catalog, please contact

To access the catalog, simply log into Wolfmart, go to the showcase and select **Fastenal** from the list of punchout suppliers. If you need assistance or training, please reach out to wolfmart_helpdesk@stonybrook.edu. A training aid to navigate through Fastenal's catalog is attached for your reference.

Quotes: for large dollar purchases or for a product not available through the catalog, please contact Matt King at 631-205-0134, ext 2# or mking@fastenal.com or Nybep@stores.fastenal.com

All quotes will be loaded in Fastenal's catalog so be sure to select the quote when you punchout. Instructions on how to pull up your quote can be found on pages 10 – 13 in the attached training aid.

We encourage you to explore the catalog and take advantage of this efficient new way to order your essential supplies.

Fastenal

WHERE **INDUSTRY** MEETS **INNOVATION** ™

Welcome to the Fastenal Punchout

What is Punchout?

Fastenal Punchout connects SUNY's eProcurement system directly to Fastenal's online catalog, enabling:

- 🔗 Seamless product selection to over 800k items
- 💰 SUNY-specific/NYS contract pricing
- 🎁 Real-time inventory visibility
- ☐ Integrated quoting & pre-approved orders

Why Fastenal?

✓ Trusted supply chain partner

✓ Local branch support

✓ Contract-compliant purchasing

✓ Built-in flexibility for SUNY workflows

"From search to checkout, Fastenal Punchout simplifies every step."

🚀 Getting Started

Step 1: Launch Punchout

- Log into SUNY's procurement portal
- Select Fastenal from the punchout supplier list
- You'll be redirected to Fastenal's punchout homepage

Step 2: Set Your Local Branch

- Click "My Branch" (top right corner)
- Search by ZIP code (11713) or Branch Code (NYBEP)
- Ensures accurate stock, lead times, and local support

Tip: Always confirm your branch before shopping to see local availability.

FASTENAL WHERE **INDUSTRY** MEETS **INNOVATION** ™
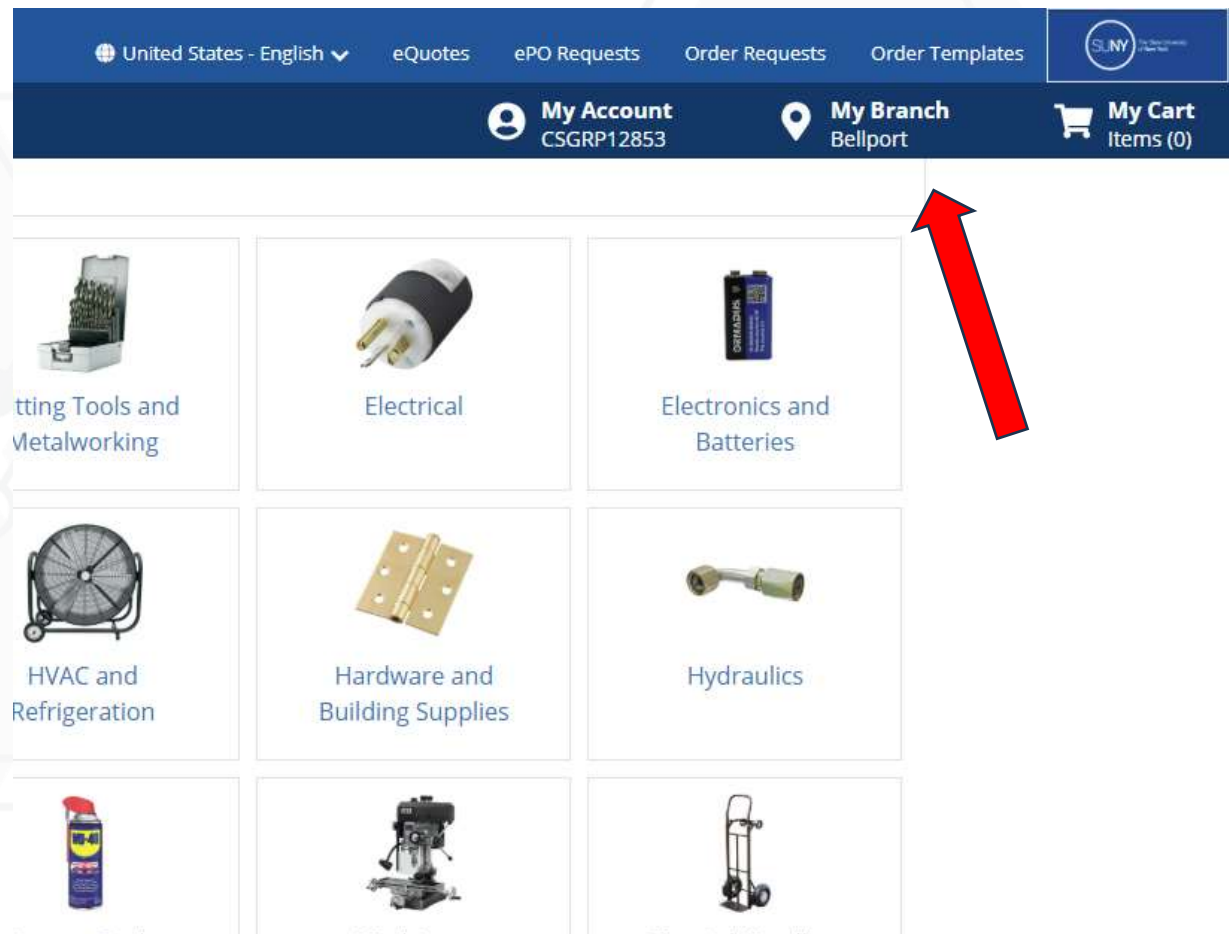
Search Options

⅓ Fast Order Pad – Enter known SKUs

📁 Browse Categories – Hover over "Products"

🔍 Search Bar – Use keywords or part numbers

⊡ My Branch Filter – View local inventory only

Icon	Meaning
🟢	In stock locally
🟡	Ships from manufacturer
🔴	Not available – contact branch

Bolt-Ons Through Punchout

eQuotes

- Navigate to the **eQuotes tab**
- Review custom pricing from your Fastenal rep
- Add quoted items to your cart
- Proceed to checkout—quote pricing is preserved

Use eQuotes for <u>negotiated pricing, bulk orders, or special requests</u>.

ePO Requests

- Go to the **ePO Requests tab**
- Review pre-configured orders for binstock or vending
- Approve and add to cart

ePO Requests simplify <u>FMI replenishments</u>.

Bolt-Ons Through Punchout

Order Templates

- Save frequent orders for reuse
- Access via Order Templates tab

Use Order Templates for <u>recurring orders</u> – think of it as a <u>saved shopping cart</u>.

Order Requests

- Navigate to the Order Requests tab
- Review requested orders from individuals checking out on Fastenal.com
- Approve and add to cart

Order Requests allow <u>non-punchout</u> users to utilize Fastenal.com to shop and lets punchout users/<u>approvers handle final checkout</u>.

Order Templates

An order template is a list of products you may save for ordering at any time. Think of it as a saved shopping cart. To create a new order template, fill your shopping cart with the desired items. From the shopping cart page, you may add those items to a new or existing template. All of your order templates appear on this page.

Results: 1 - 1 of 1

Template Name	Description	Last Modified	Action
Test Template	Description, Use Case	2025-10-07	Delete / Add to Cart

Results: 1 - 1 of 1

REQUEST

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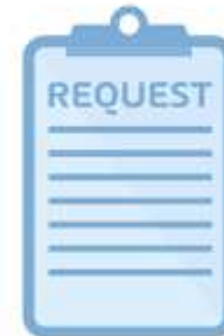
✓ Checkout & Summary

Finalize Your Order
- Review your cart
- Click **"Check Out"**
- Requisition returns to SUNY's system for approval

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Questions? Reach Out!

Contact Your Fastenal Branch

- Local support for product questions, quotes, and inventory
- SUNY-specific expertise
- Fast, reliable service
- NYBEP@stores.fastenal.com

Contact Your Fastenal eBusiness Contact

- Dedicated Government eBusiness contact:
  - Hunter Bryant – eBusiness Tech Consultant
  - jbryant@fastenal.com

Fastenal is more than a supplier—we're your procurement partner.

THANK YOU