



**State of Alabama
Department of Finance
Division of Purchasing
Master Agreement**

New

CONTRACT INFORMATION	
MASTER AGREEMENT NUMBER: MA 999 18000000129	NOT TO EXCEED AMOUNT:
Begin Date: 03/17/2018	Procurement Folder: 490823
Expiration Date: 03/16/2019	Procurement Type: Purchase >= \$15,000
Solicitation Number:	Replaces Award Document:
Award Date:	Replaced by Award Document:
Modification Date: 03/20/18	Version Number: 1

CONTACT INFORMATION		
REQUESTOR: Sonya Bryan 334-242-7250 sonya.bryan@purchasing.alabama.gov	ISSUER: Bryan Bryan 334-242-7250 sonya.bryan@purchasing.alabama.gov	BUYER: Sonya Bryan 334-242-7250 sonya.bryan@purchasing.alabama.gov

CONTRACT DESCRIPTION
MA - Printers and Scanners


Ship To: _____ **Bill To:** _____

REASON FOR MODIFICATION

VENDOR INFORMATION	
Name /Address: VC000001692: Pinnacle Networx, LLC 73888 Tallasse Highway Wetumpka AL 36092	Contact: Sherri Mummey 334-472-2007 info@4pnx.com

COMMODITY / SERVICE INFORMATION								
Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
1	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00
2048863 - SCANNERS, DESKTOP Scanners and Options: Brother Scanners and Options: Brother 36% Off Manufacturer's Catalog								

All terms, conditions, and any amendments to solicitation are part of this contract as if fully reproduced herein .

Approved: 
Purchasing Director

APPROVALS

Date	Status Before	Status After	Approver

Final

18000000129	Document Phase Final	Document Description MA - Printers and Scanners	Page 3 of 5
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Purpose:

Establish a contract from the items listed for all state agencies. Contract prices are available to all local governmental agencies.

Vendor Eligibility:

The equipment manufacturer may bid directly or through a reseller. The reseller MUST provide written documentation from the manufacturer stating that they are an authorized reseller for each brand being bid. The documentation must be submitted with the bid.

Installation:

The vendor/manufacturer must install all internal options or accessories placed on the purchase order with any electronic device purchased from this bid. Cost of equipment set-up and installation (including the removal of all debris) should be shown as an option. The cost of loading of customized software/images provided by the purchasing entity should be included in the bid response as an option.

Peripheral Components:

All products supplied from the contract established from the award of this RFB must be received with all applicable interface cables, power cords, installation and user manuals, driver software, and any other applicable items required for successful operation. The Vendor will be responsible for providing any missing components at their expense.

Manufacturer's Catalog:

The manufacturer's catalog of business office products includes desktop and networked printers and scanners that would normally support the office environment, and mobile printers. This contract is not intended for large format, industrial printers and scanners found in print shops.

Default:

When a vendor defaults on a contract/purchase order, the state can procure the goods or services from other sources and hold the vendor responsible for any excess in price/handling. The vendor may be barred from bidding for an indeterminate period per the Code of Administrative Procedure.

Quotes for Purchase:

Awarded vendor(s) is required to provide a written quote that includes Master Agreement (MA) number, the current MSRP and the discounted cost per item requested.

Delivery Time Frame:

All items ordered must be delivered to the "Ship to" address shown on the P.O. within (30) days

18000000129	Document Phase Final	Document Description MA - Printers and Scanners	Page 4 of 5
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of vendor's receipt of order.

Administrative Fee:

Awarded bidder(s) shall pay the state an administrative fee for all sales made under this contract. This fee shall be one (1) % (0.01) of the total dollar amount for all sales. The fee will be paid each month before the 20th and will represent a single, one-time payment for all sales made in the prior month and as adjusted for errors associated with earlier months. This fee shall not be listed as a separate cost of invoices. The awarded bidder(s) will be required to provide a summary report each month before the 20th listing sales made during the prior calendar month. This report is to include the contract number, purchasing entity, sales amount, and fee amount. A report is due even when there is no activity. This report shall be sent electronically to Telecom.admin@oit.alabama.gov. A copy of the summary report shall also accompany the payment.

Remittance shall be payable to the "State of Alabama Department of Finance" and be sent to:

Alabama Department of Finance
Division of Accounting and Administration
P. O. Box 300658
Montgomery, AL 36130-0658

Freight:

Bid is F.O.B. destination. Any freight charges must be included in the bid prices. Do not include freight as a separate line item.

Contract Period:

Establish a 12-month contract with an option to extend for a second, third, fourth, and fifth 12-month period with the same pricing, terms and conditions. The second, third, fourth, or fifth 12-month period, if agreed by both parties, would begin the day after the first, second, third, or fourth 12-month period expires. Any successive extension must have written approval of both the state and vendor no later than 30 days prior to expiration of the previous 12-month period.

OEM Product:

All equipment must be new factory sealed OEM product sourced through manufacturer authorized distribution sources and carry the original manufacturer's full warranty. No remanufactured, refurbished, exchanged or repaired products will be accepted.

Quantity:

18000000129	Document Phase Final	Document Description MA - Printers and Scanners	Page 5 of 5
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The exact quantity of purchases for each item listed is not known. The Division of Purchasing does not guarantee that the state will buy any amount. Orders will be placed by agencies as needed and will give complete shipping instructions.

Biddable Situation:

Bids may be solicited for any product included in this contract where an immediate/emergency need exists, including large quantities. The decision of the Purchasing Director as to what constitutes a biddable situation shall be final and shall not be construed as a breach of contract.

Options/Accessories:

Accessories include, but are not limited to trays, envelope feeders, cleaning kits or other expendables (excluding toner, drums and paper). State Purchasing reserves the right to reject any options or accessories.

Warranty:

Printers/Scanners as shipped must include the standard manufacturer's warranty. Bidders may offer extended warranties as an option under Options/Accessories.



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Department of Finance
Division of Purchasing
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Solicitation Number:	Replaces Award Document:
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CONTRACT DESCRIPTION
MA - Printers and Scanners


Ship To: _____ **Bill To:** _____

REASON FOR MODIFICATION

VENDOR INFORMATION	
Name /Address: VC000001693: ROYAL OFFICE EQUIPMENT 2670 ZELDA ROAD MONTGOMERY AL 36107	Contact: Debbie Bush 334-264-3425 royal@royalofficeequipment.com

COMMODITY / SERVICE INFORMATION								
Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
1	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00
2048215 - PRINTERS, DESKJET, MOBILE Printers and Options: Konica Minolta Printers and Options: Konica Minolta 24% Off Manufacturer's Catalog								

All terms, conditions, and any amendments to solicitation are part of this contract as if fully reproduced herein .

Approved: 
Purchasing Director

APPROVALS

Date	Status Before	Status After	Approver

Final

180000000130	Document Phase Final	Document Description MA - Printers and Scanners	Page 3 of 5
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Purpose:

Establish a contract from the items listed for all state agencies. Contract prices are available to all local governmental agencies.

Vendor Eligibility:

The equipment manufacturer may bid directly or through a reseller. The reseller MUST provide written documentation from the manufacturer stating that they are an authorized reseller for each brand being bid. The documentation must be submitted with the bid.

Installation:

The vendor/manufacturer must install all internal options or accessories placed on the purchase order with any electronic device purchased from this bid. Cost of equipment set-up and installation (including the removal of all debris) should be shown as an option. The cost of loading of customized software/images provided by the purchasing entity should be included in the bid response as an option.

Peripheral Components:

All products supplied from the contract established from the award of this RFB must be received with all applicable interface cables, power cords, installation and user manuals, driver software, and any other applicable items required for successful operation. The Vendor will be responsible for providing any missing components at their expense.

Manufacturer's Catalog:

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Default:

When a vendor defaults on a contract/purchase order, the state can procure the goods or services from other sources and hold the vendor responsible for any excess in price/handling. The vendor may be barred from bidding for an indeterminate period per the Code of Administrative Procedure.

Quotes for Purchase:

Awarded vendor(s) is required to provide a written quote that includes Master Agreement (MA) number, the current MSRP and the discounted cost per item requested.

Delivery Time Frame:

All items ordered must be delivered to the "Ship to" address shown on the P.O. within (30) days

18000000130	Document Phase Final	Document Description MA - Printers and Scanners	Page 4 of 5
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of vendor's receipt of order.

Administrative Fee:

Awarded bidder(s) shall pay the state an administrative fee for all sales made under this contract. This fee shall be one (1) % (0.01) of the total dollar amount for all sales. The fee will be paid each month before the 20th and will represent a single, one-time payment for all sales made in the prior month and as adjusted for errors associated with earlier months. This fee shall not be listed as a separate cost of invoices. The awarded bidder(s) will be required to provide a summary report each month before the 20th listing sales made during the prior calendar month. This report is to include the contract number, purchasing entity, sales amount, and fee amount. A report is due even when there is no activity. This report shall be sent electronically to Telecom.admin@oit.alabama.gov. A copy of the summary report shall also accompany the payment.

Remittance shall be payable to the "State of Alabama Department of Finance" and be sent to:

Alabama Department of Finance
Division of Accounting and Administration
P. O. Box 300658
Montgomery, AL 36130-0658

Freight:

Bid is F.O.B. destination. Any freight charges must be included in the bid prices. Do not include freight as a separate line item.

Contract Period:

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OEM Product:

All equipment must be new factory sealed OEM product sourced through manufacturer authorized distribution sources and carry the original manufacturer's full warranty. No remanufactured, refurbished, exchanged or repaired products will be accepted.

Quantity:

180000000130	Document Phase Final	Document Description MA - Printers and Scanners	Page 5 of 5
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The exact quantity of purchases for each item listed is not known. The Division of Purchasing does not guarantee that the state will buy any amount. Orders will be placed by agencies as needed and will give complete shipping instructions.

Biddable Situation:

Bids may be solicited for any product included in this contract where an immediate/emergency need exists, including large quantities. The decision of the Purchasing Director as to what constitutes a biddable situation shall be final and shall not be construed as a breach of contract.

Options/Accessories:

Accessories include, but are not limited to trays, envelope feeders, cleaning kits or other expendables (excluding toner, drums and paper). State Purchasing reserves the right to reject any options or accessories.

Warranty:

Printers/Scanners as shipped must include the standard manufacturer's warranty. Bidders may offer extended warranties as an option under Options/Accessories.



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Department of Finance
Division of Purchasing
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MASTER AGREEMENT NUMBER: MA 999 18000000132	NOT TO EXCEED AMOUNT:
Begin Date: 03/17/2018	Procurement Folder: 490823
Expiration Date: 03/16/2019	Procurement Type: Purchase >= \$15,000
Solicitation Number:	Replaces Award Document:
Award Date:	Replaced by Award Document:
Modification Date: 03/20/18	Version Number: 1

CONTACT INFORMATION		
REQUESTOR: Sonya Bryan 334-242-7250 sonya.bryan@purchasing.alabama.gov	ISSUER: Bryan Bryan 334-242-7250 sonya.bryan@purchasing.alabama.gov	BUYER: Sonya Bryan 334-242-7250 sonya.bryan@purchasing.alabama.gov

CONTRACT DESCRIPTION
MA - Printers and Scanners

Ship To: _____ **Bill To:** _____

REASON FOR MODIFICATION

VENDOR INFORMATION	
Name /Address: VC000004220: CDW GOVERNMENT INC 75 REMITTANCE DR SUITE 1515 CHICAGO IL 60675-1515	Contact: Brittany Logan 877-742-3146 britlog@cdwg.com

COMMODITY / SERVICE INFORMATION

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
1	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00

2048215 - PRINTERS, DESKJET, MOBILE
 Printers and Options: Lexmark
 Printers and Options: Lexmark
 32% Off Manufacturer's Catalog

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
2	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00

2048215 - PRINTERS, DESKJET, MOBILE
 Printers and Options: Xerox
 Printers and Options: Xerox
 24.5% Off Manufacturer's Catalog

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
3	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00

2048863 - SCANNERS, DESKTOP
 Scanners and Options: Xerox
 Scanners and Options: Xerox
 24.5% Off Manufacturer's Catalog

Final

All terms, conditions, and any amendments to solicitation are part of this contract as if fully reproduced herein .

Approved: 
 Purchasing Director

APPROVALS			
Date	Status Before	Status After	Approver

180000000132	Document Phase Final	Document Description MA - Printers and Scanners	Page 3 of 5
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Purpose:

Establish a contract from the items listed for all state agencies. Contract prices are available to all local governmental agencies.

Vendor Eligibility:

The equipment manufacturer may bid directly or through a reseller. The reseller MUST provide written documentation from the manufacturer stating that they are an authorized reseller for each brand being bid. The documentation must be submitted with the bid.

Installation:

The vendor/manufacturer must install all internal options or accessories placed on the purchase order with any electronic device purchased from this bid. Cost of equipment set-up and installation (including the removal of all debris) should be shown as an option. The cost of loading of customized software/images provided by the purchasing entity should be included in the bid response as an option.

Peripheral Components:

All products supplied from the contract established from the award of this RFB must be received with all applicable interface cables, power cords, installation and user manuals, driver software, and any other applicable items required for successful operation. The Vendor will be responsible for providing any missing components at their expense.

Manufacturer's Catalog:

The manufacturer's catalog of business office products includes desktop and networked printers and scanners that would normally support the office environment, and mobile printers. This contract is not intended for large format, industrial printers and scanners found in print shops.

Default:

When a vendor defaults on a contract/purchase order, the state can procure the goods or services from other sources and hold the vendor responsible for any excess in price/handling. The vendor may be barred from bidding for an indeterminate period per the Code of Administrative Procedure.

Quotes for Purchase:

Awarded vendor(s) is required to provide a written quote that includes Master Agreement (MA) number, the current MSRP and the discounted cost per item requested.

Delivery Time Frame:

All items ordered must be delivered to the "Ship to" address shown on the P.O. within (30) days

18000000132	Document Phase Final	Document Description MA - Printers and Scanners	Page 4 of 5
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of vendor's receipt of order.

Administrative Fee:

Awarded bidder(s) shall pay the state an administrative fee for all sales made under this contract. This fee shall be one (1) % (0.01) of the total dollar amount for all sales. The fee will be paid each month before the 20th and will represent a single, one-time payment for all sales made in the prior month and as adjusted for errors associated with earlier months. This fee shall not be listed as a separate cost of invoices. The awarded bidder(s) will be required to provide a summary report each month before the 20th listing sales made during the prior calendar month. This report is to include the contract number, purchasing entity, sales amount, and fee amount. A report is due even when there is no activity. This report shall be sent electronically to Telecom.admin@oit.alabama.gov. A copy of the summary report shall also accompany the payment.

Remittance shall be payable to the "State of Alabama Department of Finance" and be sent to:

Alabama Department of Finance
Division of Accounting and Administration
P. O. Box 300658
Montgomery, AL 36130-0658

Freight:

Bid is F.O.B. destination. Any freight charges must be included in the bid prices. Do not include freight as a separate line item.

Contract Period:

Establish a 12-month contract with an option to extend for a second, third, fourth, and fifth 12-month period with the same pricing, terms and conditions. The second, third, fourth, or fifth 12-month period, if agreed by both parties, would begin the day after the first, second, third, or fourth 12-month period expires. Any successive extension must have written approval of both the state and vendor no later than 30 days prior to expiration of the previous 12-month period.

OEM Product:

All equipment must be new factory sealed OEM product sourced through manufacturer authorized distribution sources and carry the original manufacturer's full warranty. No remanufactured, refurbished, exchanged or repaired products will be accepted.

Quantity:

180000000132	Document Phase Final	Document Description MA - Printers and Scanners	Page 5 of 5
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The exact quantity of purchases for each item listed is not known. The Division of Purchasing does not guarantee that the state will buy any amount. Orders will be placed by agencies as needed and will give complete shipping instructions.

Biddable Situation:

Bids may be solicited for any product included in this contract where an immediate/emergency need exists, including large quantities. The decision of the Purchasing Director as to what constitutes a biddable situation shall be final and shall not be construed as a breach of contract.

Options/Accessories:

Accessories include, but are not limited to trays, envelope feeders, cleaning kits or other expendables (excluding toner, drums and paper). State Purchasing reserves the right to reject any options or accessories.

Warranty:

Printers/Scanners as shipped must include the standard manufacturer's warranty. Bidders may offer extended warranties as an option under Options/Accessories.



**State of Alabama
Department of Finance
Division of Purchasing
Master Agreement**

New

CONTRACT INFORMATION	
MASTER AGREEMENT NUMBER: MA 999 18000000164	NOT TO EXCEED AMOUNT:
Begin Date: 03/17/2018	Procurement Folder: 490823
Expiration Date: 03/16/2019	Procurement Type: Purchase >= \$15,000
Solicitation Number:	Replaces Award Document:
Award Date:	Replaced by Award Document:
Modification Date: 03/20/18	Version Number: 1

CONTACT INFORMATION		
REQUESTOR: Sonya Bryan 334-242-7250 sonya.bryan@purchasing.alabama.gov	ISSUER: Bryan Bryan 334-242-7250 sonya.bryan@purchasing.alabama.gov	BUYER: Sonya Bryan 334-242-7250 sonya.bryan@purchasing.alabama.gov

CONTRACT DESCRIPTION
MA - Printers and Scanners

Ship To: _____ **Bill To:** _____

REASON FOR MODIFICATION

VENDOR INFORMATION	
Name /Address: VC000002171: JHCOLLIER INC 4518 EAGLEWOOD DRIVE BESSEMER AL 35022	Contact: Pam Collier 205-760-5505 Pcollier@Jhcollier.com

COMMODITY / SERVICE INFORMATION

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
1	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00

2048215 - PRINTERS, DESKJET, MOBILE

Printers and Options: Brother
Printers and Options: Brother

26% Off Manufacturer's Catalog

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
2	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00

2048215 - PRINTERS, DESKJET, MOBILE

Printers and Options: Epson
Printers and Options: Epson

26% Off Manufacturer's Catalog

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
3	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00

2048863 - SCANNERS, DESKTOP

Scanners and Options: Canon
Scanners and Options: Canon

27% Off Manufacturer's Catalog

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
4	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00

2048863 - SCANNERS, DESKTOP

Scanners and Options: Epson
Scanners and Options: Epson

26% Off Manufacturer's Catalog

Final

All terms, conditions, and any amendments to solicitation are part of this contract as if fully reproduced herein .

Approved:



Purchasing Director

APPROVALS			
Date	Status Before	Status After	Approver

180000000164	Document Phase Final	Document Description MA - Printers and Scanners	Page 3 of 5
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Purpose:

Establish a contract from the items listed for all state agencies. Contract prices are available to all local governmental agencies.

Vendor Eligibility:

The equipment manufacturer may bid directly or through a reseller. The reseller MUST provide written documentation from the manufacturer stating that they are an authorized reseller for each brand being bid. The documentation must be submitted with the bid.

Installation:

The vendor/manufacturer must install all internal options or accessories placed on the purchase order with any electronic device purchased from this bid. Cost of equipment set-up and installation (including the removal of all debris) should be shown as an option. The cost of loading of customized software/images provided by the purchasing entity should be included in the bid response as an option.

Peripheral Components:

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Manufacturer's Catalog:

The manufacturer's catalog of business office products includes desktop and networked printers and scanners that would normally support the office environment, and mobile printers. This contract is not intended for large format, industrial printers and scanners found in print shops.

Default:

When a vendor defaults on a contract/purchase order, the state can procure the goods or services from other sources and hold the vendor responsible for any excess in price/handling. The vendor may be barred from bidding for an indeterminate period per the Code of Administrative Procedure.

Quotes for Purchase:

Awarded vendor(s) is required to provide a written quote that includes Master Agreement (MA) number, the current MSRP and the discounted cost per item requested.

Delivery Time Frame:

All items ordered must be delivered to the "Ship to" address shown on the P.O. within (30) days

180000000164	Document Phase Final	Document Description MA - Printers and Scanners	Page 4 of 5
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Administrative Fee:

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Contract Period:

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OEM Product:

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Quantity:

180000000164	Document Phase Final	Document Description MA - Printers and Scanners	Page 5 of 5
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Options/Accessories:

Accessories include, but are not limited to trays, envelope feeders, cleaning kits or other expendables (excluding toner, drums and paper). State Purchasing reserves the right to reject any options or accessories.

Warranty:

Printers/Scanners as shipped must include the standard manufacturer's warranty. Bidders may offer extended warranties as an option under Options/Accessories.



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CONTRACT DESCRIPTION
MA - Printers and Scanners

Ship To: _____ **Bill To:** _____

REASON FOR MODIFICATION

VENDOR INFORMATION	
Name /Address: VC000043388: Ricoh Usa Inc 70 Valley Stream Parkway Malvern PA 19355	Contact: Roger Hosler 561-529-2204 Roger.Hosler@Ricoh-Usa.Com

COMMODITY / SERVICE INFORMATION

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
1	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00

2048215 - PRINTERS, DESKJET, MOBILE

Printers and Options: Ricoh

Printers and Options: Ricoh

33% Off Manufacturer's Catalog

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
2	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00

2048863 - SCANNERS, DESKTOP

Scanners and Options: Fujitsu

Scanners and Options: Fujitsu

22% Off Manufacturer's Catalog

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Approved:



Purchasing Director

Final

APPROVALS			
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18000000134	Document Phase Final	Document Description MA - Printers and Scanners	Page 3 of 5
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Purpose:

Establish a contract from the items listed for all state agencies. Contract prices are available to all local governmental agencies.

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The equipment manufacturer may bid directly or through a reseller. The reseller MUST provide written documentation from the manufacturer stating that they are an authorized reseller for each brand being bid. The documentation must be submitted with the bid.

Installation:

The vendor/manufacturer must install all internal options or accessories placed on the purchase order with any electronic device purchased from this bid. Cost of equipment set-up and installation (including the removal of all debris) should be shown as an option. The cost of loading of customized software/images provided by the purchasing entity should be included in the bid response as an option.

Peripheral Components:

All products supplied from the contract established from the award of this RFB must be received with all applicable interface cables, power cords, installation and user manuals, driver software, and any other applicable items required for successful operation. The Vendor will be responsible for providing any missing components at their expense.

Manufacturer's Catalog:

The manufacturer's catalog of business office products includes desktop and networked printers and scanners that would normally support the office environment, and mobile printers. This contract is not intended for large format, industrial printers and scanners found in print shops.

Default:

When a vendor defaults on a contract/purchase order, the state can procure the goods or services from other sources and hold the vendor responsible for any excess in price/handling. The vendor may be barred from bidding for an indeterminate period per the Code of Administrative Procedure.

Quotes for Purchase:

Awarded vendor(s) is required to provide a written quote that includes Master Agreement (MA) number, the current MSRP and the discounted cost per item requested.

Delivery Time Frame:

All items ordered must be delivered to the "Ship to" address shown on the P.O. within (30) days

18000000134	Document Phase Final	Document Description MA - Printers and Scanners	Page 4 of 5
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of vendor's receipt of order.

Administrative Fee:

Awarded bidder(s) shall pay the state an administrative fee for all sales made under this contract. This fee shall be one (1) % (0.01) of the total dollar amount for all sales. The fee will be paid each month before the 20th and will represent a single, one-time payment for all sales made in the prior month and as adjusted for errors associated with earlier months. This fee shall not be listed as a separate cost of invoices. The awarded bidder(s) will be required to provide a summary report each month before the 20th listing sales made during the prior calendar month. This report is to include the contract number, purchasing entity, sales amount, and fee amount. A report is due even when there is no activity. This report shall be sent electronically to Telecom.admin@oit.alabama.gov. A copy of the summary report shall also accompany the payment.

Remittance shall be payable to the "State of Alabama Department of Finance" and be sent to:

Alabama Department of Finance
Division of Accounting and Administration
P. O. Box 300658
Montgomery, AL 36130-0658

Freight:

Bid is F.O.B. destination. Any freight charges must be included in the bid prices. Do not include freight as a separate line item.

Contract Period:

Establish a 12-month contract with an option to extend for a second, third, fourth, and fifth 12-month period with the same pricing, terms and conditions. The second, third, fourth, or fifth 12-month period, if agreed by both parties, would begin the day after the first, second, third, or fourth 12-month period expires. Any successive extension must have written approval of both the state and vendor no later than 30 days prior to expiration of the previous 12-month period.

OEM Product:

All equipment must be new factory sealed OEM product sourced through manufacturer authorized distribution sources and carry the original manufacturer's full warranty. No remanufactured, refurbished, exchanged or repaired products will be accepted.

Quantity:

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The exact quantity of purchases for each item listed is not known. The Division of Purchasing does not guarantee that the state will buy any amount. Orders will be placed by agencies as needed and will give complete shipping instructions.

Biddable Situation:

Bids may be solicited for any product included in this contract where an immediate/emergency need exists, including large quantities. The decision of the Purchasing Director as to what constitutes a biddable situation shall be final and shall not be construed as a breach of contract.

Options/Accessories:

Accessories include, but are not limited to trays, envelope feeders, cleaning kits or other expendables (excluding toner, drums and paper). State Purchasing reserves the right to reject any options or accessories.

Warranty:

Printers/Scanners as shipped must include the standard manufacturer's warranty. Bidders may offer extended warranties as an option under Options/Accessories.



State of Alabama
Department of Finance
Division of Purchasing
Master Agreement

New

CONTRACT INFORMATION

MASTER AGREEMENT NUMBER: MA 999 18000000165

NOT TO EXCEED AMOUNT:

Begin Date: 03/17/2018

Procurement Folder: 490823

Expiration Date: 03/16/2019

Procurement Type: Purchase >= \$15,000

Solicitation Number:

Replaces Award Document:

Award Date:

Replaced by Award Document:

Modification Date: 03/20/18

Version Number: 1

CONTACT INFORMATION

REQUESTOR:

Sonya Bryan
334-242-7250
sonya.bryan@purchasing.alabama.gov

ISSUER:

Bryan Bryan
334-242-7250
sonya.bryan@purchasing.alabama.gov

BUYER:

Sonya Bryan
334-242-7250
sonya.bryan@purchasing.alabama.gov

CONTRACT DESCRIPTION

MA - Printers and Scanners

Ship To:

Bill To:

REASON FOR MODIFICATION

VENDOR INFORMATION

Name /Address:

VC000004985: TSA, INC.
Suite 100
3821 Lorna Road
Hoover AL 35244

Contact:

Shannon Vinzant
2054214934
Shv@Tsa.Com

COMMODITY / SERVICE INFORMATION

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
1	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00

2048215 - PRINTERS, DESKJET, MOBILE
 Printers and Options: Hewlett Packard
 Printers and Options: Hewlett Packard
 28.2% Off Manufacturer's Catalog

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
2	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00

2048215 - PRINTERS, DESKJET, MOBILE
 Printers and Options: Samsung
 Printers and Options: Samsung
 28.2% Off Manufacturer's Catalog

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
3	0	EA	\$0.000000	\$0.00			\$0.00	\$0.00

2048863 - SCANNERS, DESKTOP
 Scanners and Options: Hewlett Packard
 Scanners and Options: Hewlett Packard
 29.5% Off Manufacturer's Catalog Per the Attached Specifications

Final

All terms, conditions, and any amendments to solicitation are part of this contract as if fully reproduced herein .

Approved: 
 Purchasing Director

APPROVALS			
Date	Status Before	Status After	Approver

180000000165	Document Phase Final	Document Description MA - Printers and Scanners	Page 3 of 5
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Purpose:

Establish a contract from the items listed for all state agencies. Contract prices are available to all local governmental agencies.

Vendor Eligibility:

The equipment manufacturer may bid directly or through a reseller. The reseller MUST provide written documentation from the manufacturer stating that they are an authorized reseller for each brand being bid. The documentation must be submitted with the bid.

Installation:

The vendor/manufacturer must install all internal options or accessories placed on the purchase order with any electronic device purchased from this bid. Cost of equipment set-up and installation (including the removal of all debris) should be shown as an option. The cost of loading of customized software/images provided by the purchasing entity should be included in the bid response as an option.

Peripheral Components:

All products supplied from the contract established from the award of this RFB must be received with all applicable interface cables, power cords, installation and user manuals, driver software, and any other applicable items required for successful operation. The Vendor will be responsible for providing any missing components at their expense.

Manufacturer's Catalog:

The manufacturer's catalog of business office products includes desktop and networked printers and scanners that would normally support the office environment, and mobile printers. This contract is not intended for large format, industrial printers and scanners found in print shops.

Default:

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Quotes for Purchase:

Awarded vendor(s) is required to provide a written quote that includes Master Agreement (MA) number, the current MSRP and the discounted cost per item requested.

Delivery Time Frame:

All items ordered must be delivered to the "Ship to" address shown on the P.O. within (30) days

18000000165	Document Phase Final	Document Description MA - Printers and Scanners	Page 4 of 5
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of vendor's receipt of order.

Administrative Fee:

Awarded bidder(s) shall pay the state an administrative fee for all sales made under this contract. This fee shall be one (1) % (0.01) of the total dollar amount for all sales. The fee will be paid each month before the 20th and will represent a single, one-time payment for all sales made in the prior month and as adjusted for errors associated with earlier months. This fee shall not be listed as a separate cost of invoices. The awarded bidder(s) will be required to provide a summary report each month before the 20th listing sales made during the prior calendar month. This report is to include the contract number, purchasing entity, sales amount, and fee amount. A report is due even when there is no activity. This report shall be sent electronically to Telecom.admin@oit.alabama.gov. A copy of the summary report shall also accompany the payment.

Remittance shall be payable to the "State of Alabama Department of Finance" and be sent to:

Alabama Department of Finance
Division of Accounting and Administration
P. O. Box 300658
Montgomery, AL 36130-0658

Freight:

Bid is F.O.B. destination. Any freight charges must be included in the bid prices. Do not include freight as a separate line item.

Contract Period:

Establish a 12-month contract with an option to extend for a second, third, fourth, and fifth 12-month period with the same pricing, terms and conditions. The second, third, fourth, or fifth 12-month period, if agreed by both parties, would begin the day after the first, second, third, or fourth 12-month period expires. Any successive extension must have written approval of both the state and vendor no later than 30 days prior to expiration of the previous 12-month period.

OEM Product:

All equipment must be new factory sealed OEM product sourced through manufacturer authorized distribution sources and carry the original manufacturer's full warranty. No remanufactured, refurbished, exchanged or repaired products will be accepted.

Quantity:

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The exact quantity of purchases for each item listed is not known. The Division of Purchasing does not guarantee that the state will buy any amount. Orders will be placed by agencies as needed and will give complete shipping instructions.

Biddable Situation:

Bids may be solicited for any product included in this contract where an immediate/emergency need exists, including large quantities. The decision of the Purchasing Director as to what constitutes a biddable situation shall be final and shall not be construed as a breach of contract.

Options/Accessories:

Accessories include, but are not limited to trays, envelope feeders, cleaning kits or other expendables (excluding toner, drums and paper). State Purchasing reserves the right to reject any options or accessories.

Warranty:

Printers/Scanners as shipped must include the standard manufacturer's warranty. Bidders may offer extended warranties as an option under Options/Accessories.