



### Sales Tax Exemption

Texas A&M University is exempt from state and municipal sales taxes under Chapter 20 Title 122A, revised Civil Statutes of Texas, for all purchases made for the exclusive use of Texas A&M.

The laws of the State of Texas shall govern this Purchase Order.

| Purchase Order  |                         |                           |
|---|-------------------------|---------------------------|
| Purchase Order Date   | PO/Reference No.        | Revision No.              |
| Sep 26, 2017  | AB0327656               | 0                         |
| <b>Contact instructions for questions regarding this Purchase Order:</b><br>If Buyer Contact information is listed below, please contact the Buyer.<br>If not, please contact the Customer. |                         |                           |
| <b>Buyer Contact:</b>   |                         |                           |
| <b>Buyer</b>  | <b>Buyer Email</b>      | <b>Buyer Phone Number</b> |
| mey - Young, Marla  | meyoung@tamu.edu        | 979.845.2139              |
| <b>Customer Contact:</b>  |                         |                           |
| <b>Name:</b>  | Gloria Henry            |                           |
| <b>Email:</b>   | gloria-j-henry@tamu.edu |                           |
| <b>Phone:</b>   | +1 979-845-5383         |                           |

### Order acceptance instructions:

**Vendor guarantees that the products delivered or the services performed as a result of this Purchase Order will meet or exceed all specifications herein. Any exceptions to the pricing or the description contained herein must be approved by Texas A&M's Department of Procurement Services prior to shipping.**

| Supplier Information     |  | Delivery Information           |                              |
|--------------------------|--|--------------------------------|------------------------------|
| Supplier Name            | RICOH USA INC                                  | <b>Delivery Address</b>        |                              |
| Address                  | PO BOX 650016<br>DALLAS, TX 752650016 US       | TAMUS Member:                  | 02-Texas A&M University (02) |
| FOB / FREIGHT            | Destination                                    | Attn                           | Gloria Henry                 |
| Pre-Pay & Add            | No   | Vet Med Media Resources        |                              |
| Payment Terms            | 0, Net 30                                      | VBEC Receiving - VICI Bldg     |                              |
| Contract Number - Header | US Communities Contract & Right-Sizing Program | 1814                           |                              |
| Contract Number - Line   | no value                                       | Room                           | B17                          |
| Quote number             |  | 4461 TAMU                      |                              |
|                          |  | College Station, TX 77843-4461 |                              |
|                          |  | United States                  |                              |
|                          |  | <b>Delivery Information</b>    |                              |
|                          |  | Required Delivery Date         |                              |
|                          |  | Ship Via                       | Best Carrier-Best Way        |

### Notes to Supplier

#### Shipping Instructions

Note to Supplier

Utilizing U.S. Communities Contract and Ricoh Right-Sizing Program.

Attachments for supplier

Attachment A to P...

#### PO Clauses

Header 001 No Collect Freight Neither COD nor "Collect" freight or handling charges will be accepted.  
Charges Accepted

| Line No. | Product Description | Catalog No. | Size / Packaging | Unit Price | Quantity | Ext. Price |
|----------|---------------------|-------------|------------------|------------|----------|------------|
|          |                     |             |                  |            |          |            |

|        |   |     |     |                 |                |                  |
|--------|---|-----|-----|-----------------|----------------|------------------|
| 1 of 5 | (FY18) (1 each) Ricoh Pro C7100sx & (1 each) Ricoh Pro C7100x. See Attachment A for details & features. | n/a | MON | 6,268.00<br>USD | 11 MON         | 68,948.00<br>USD |
| 2 of 5 | (FY19) (1 each) Ricoh Pro C7100sx & (1 each) Ricoh Pro C7100x. See Attachment A for details & features. | n/a | MON | 6,268.00<br>USD | 12 MON         | 75,216.00<br>USD |
| 3 of 5 | (FY20) (1 each) Ricoh Pro C7100sx & (1 each) Ricoh Pro C7100x. See Attachment A for details & features. | n/a | MON | 6,268.00<br>USD | 12 MON         | 75,216.00<br>USD |
| 4 of 5 | (FY21) (1 each) Ricoh Pro C7100sx & (1 each) Ricoh Pro C7100x. See Attachment A for details & features. | n/a | MON | 6,268.00<br>USD | 12 MON         | 75,216.00<br>USD |
| 5 of 5 | (FY22) (1 each) Ricoh Pro C7100sx & (1 each) Ricoh Pro C7100x. See Attachment A for details & features. | n/a | MON | 6,268.00<br>USD | 1 MON          | 6,268.00<br>USD  |
| Total  |   |     |     |                 | 300,864.00 USD |                  |

**Billing Information**

To assure timely payment please e-mail invoices to the email provided in the bill to address. If the invoice is sent via email, please do not send a duplicate copy through the mail. Only if email is not an option then submit invoices to the billing address indicated in the "Billing Address" section. To inquire about electronic invoicing via cXML, CSV or PO flip through the supplier portal, e-mail abvendorhelp@tamu.edu.

Invoice must include the PO/Reference number shown above.

**Billing Address**

Texas A&M University-  
~~Accounts Payable~~

~~\*\*\*Do Not Mail Invoices\*\*\*~~

~~Email invoices to invoices@tamu.edu~~

~~750 Agronomy Road Suite 3101~~

~~6000 TAMU~~

~~College Station, TX 77843-6000~~

~~United States~~

**Procurement Services**  
**Purchasing & Stores Bldg.**  
**330 Agronomy Rd.**  
**College Station, TX**  
**77843-1477**  
**Attn: Marla Young**

## Attachment A

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This purchase Order incorporates by reference the lease and maintenance terms and conditions outlined in the U.S. Communities Master Lease Agreement (Rev. 04/15) and U.S. Communities Equipment Sale and Maintenance Agreement of U.S. Communities Contract No. 4400003732, as amended, and each as located at: <http://www.uscommunities.org/suppliers/ricoh/ricoh-contract/> (collectively, the "Contract") which terms and conditions (a) shall supersede all conflicting other terms and conditions of this Purchase Order. All references to "Schedule" in the Contract shall mean this Purchase Order whether executed or not.

Reference Master Agreement #350803-151190 (dated 5/1/08) ("Master Agreement"), Master Service Agreement (dated 5/1/08) ("Master Agreement"), RFP Main 07-0012 ("RFP") and TASB Agreement ("TASB Agreement") for all terms and conditions that shall be incorporated into this purchase, except as otherwise provided herein. The order of precedence of these agreements as they relate to this purchase order shall be as follows:

- 1) Master Agreement
- 2) Master Service Agreement
- 3) TASB Agreement
- 4) RFP
- 5) Purchase Order

### Products:

Product Description ("Products"): Ricoh Pro C7100sx Production Printer to include the following:

- 80 Pages per Minute Black & White Output Speed
- 5<sup>th</sup> Color Station with Clear & White Toner (toner not included in contract. Purchase as needed)
- 6,500 Sheet Paper Capacity
- Two Vacuum Feed Trays 2,200 Sheets Each
- Robust Paper Handling up to 360gsm
- Energy Star Compliant
- Up to 13" x 19.2" Sheet Size
- 1200 x 4800 DPI Resolution
- EFI Fiery Print Controller
- **Configuration:**
- C7100sx Marking Engine
- Clear and White Toner
- SR5000 (3000 Sheet) Finisher
- 100 Sheet Stapler
- TCRU Kit
- BK-500 Booklet Maker

Product Description ("Products"): Ricoh Pro C7100x Production Printer to include the following:

- 80 Pages per Minute Black & White Output Speed
- 5<sup>th</sup> Color Station with Clear & White Toner (toner not included in contract. Purchased as needed)
- 6,500 Sheet paper Capacity

## Attachment A

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- Two Vacuum Feed Trays 2,200 Sheets Each
- Robust Paper Handling up to 360gsm
- Energy Star Compliant
- Up to 13" x 19.2" Sheet Size
- 1200 x 4800 DPI Resolution
- EFI Fiery Print Controller

**Configuration:**

- C7100sx Marking Engine
- Clear and White Toner
- SR5000 (3000 Sheet) Finisher
- 100 Sheet Stapler
- TCRU Kit

Quantity (X) Make/Model: 1 x Ricoh Pro C7100sx

1 x Ricoh Pro C7100x

Term (Mos.): 48 months

Base Monthly Product Payment \$ 4,394.24

The first payment will be due on the effective date. The delivery date is to be indicated by signing a separate acceptance form.

You, the undersigned Customer, have applied to us to rent the above-described items (Products) for commercial (non-consumer) purposes. Except with respect to the express non-appropriations rights set forth in the Master Agreement, this is an unconditional, non-cancelable agreement for the minimum term and base monthly payments indicated above. If we accept this purchase order, you agree to rent the above product(s) to you, on all the terms hereof, including the Terms and conditions on the Master Agreement. This will acknowledge that you have read and understand this purchase order and the Master Agreement and have received a copy of this purchase order and master order.

Services and Supplies:

Total Minimum Monthly Services and Supplies Payment \$ 1,873.76

Ricoh agrees to provide (service, parts, labor, drum, toner and staples) per the terms of the Master Services Agreement.

Black and White Images

As part of the Monthly Fees listed above, Ricoh will provide Customer with additional black and white copy services for up to 80,000 prints/month. No overage charge for Black and White prints.

Color Images – Includes 45,000 images/quarter; overages from 45,001+ to be billed at \$0.0440 per print/quarter.

All media sizes – 1 click per image

## Attachment A

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Monthly Images will be pooled on an annual basis under the Texas A&M University, College Station campus and adjustments to initial monthly images with a possible monthly rate increase will be made should volumes exceed initial contracted images.

THE PERSON SIGNING THIS AGREEMENT ON BEHALF OF THE CUSTOMER REPRESENTS THAT HE/SHE HAS THE AUTHORITY TO DO SO.

TEXAS A&M UNIVERSITY

IKON OFFICE SOLUTIONS, INC.

|   |                     |                      |                                     |        |       |
|---|---------------------|----------------------|-------------------------------------|--------|-------|
| <input checked="" type="checkbox"/> <i>Monica E Young</i> | Title: <i>Buyer</i> | Date: <i>9/26/17</i> | <input checked="" type="checkbox"/> | Title: | Date: |
| Authorized Signer   |                     |                      | Authorized Signer                   |        |       |