



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. |
| Oct 5, 2017 | AB0329130 | 0 |
| Contact instructions for questions regarding this Purchase Order: If Buyer Contact information is listed below, please contact the Buyer. If not, please contact the Customer. | | |
| Buyer Contact: | | |
| Buyer | Buyer Email | Buyer Phone Number |
| mey - Young, Marla | meyoung@tamu.edu | 979.845.2139 |
| Customer Contact: | | |
| Name: | Melissa Stebbins | |
| Email: | m.stebbins@tamuct.edu | |
| Phone: | | |

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 | CTWP LEASING HAYDAY INC DBA | Delivery Address | |
| Address | 3730 FRANKLIN AVE WACO, TX 767107330 US | TAMUS Member: | 24-Texas A&M University - Central Texas (24) |
| Phone | +1 254-752-0376 | Attn: | |
| FOB / FREIGHT | Destination | College of Business Admin | |
| Pre-Pay & Add | No | Founder's Hall | |
| Payment Terms | 0, Net 30 | 1001 Leadership Place | |
| Contract Number - Header | DIR-TSO-3101 Contract | Killeen, TX 76549 | |
| Contract Number - Line | no value | United States | |
| Quote number | | Delivery Information | |
| | | Required Delivery Date | |
| | | Ship Via | Best Carrier-Best Way |

Notes to Supplier

Shipping Instructions

Note to Supplier Utilizing DIR-TSO-3101 Contract.

Attachments for supplier

Cancellation - P4...

Attachment A - 93...

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 6 | (FY18) Canon ImageRunner Advance 6565i Copier. See Attachment A for details & features. (COBA). | n/a | MON | 385.00 USD | 10 MON | 3,850.00 USD |
| External Note Pricing from DIR-TSO-3101 | | | | | | |
| 2 of 6 | (FY19) Canon ImageRunner Advance 6565i Copier. See Attachment A for details & features. (COBA). | n/a | MON | 385.00 USD | 12 MON | 4,620.00 USD |
| 3 of 6 | (FY20) Canon ImageRunner Advance 6565i Copier. See Attachment A for details & features. (COBA). | n/a | MON | 385.00 USD | 12 MON | 4,620.00 USD |
| 4 of 6 | (FY21) Canon ImageRunner Advance 6565i Copier. See Attachment A for details & features. (COBA). | n/a | MON | 385.00 USD | 12 MON | 4,620.00 USD |
| 5 of 6 | (FY22) Canon ImageRunner Advance 6565i Copier. See Attachment A for details & features. (COBA). | n/a | MON | 385.00 USD | 12 MON | 4,620.00 USD |
| 6 of 6 | (FY23) Canon ImageRunner Advance 6565i Copier. See Attachment A for details & features. (COBA). | n/a | MON | 385.00 USD | 2 MON | 770.00 USD |
| Total | | | | | | 23,100.00 USD |

| Billing Information | Billing Address |
|--|--|
| <p>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.</p> <p>Invoice must include the PO/Reference number shown above.</p> | <p>Texas A&M University Central Texas-Accounts Payable ***Do Not Mail Invoices***</p> <p>Email invoices to acctspayable@tamuct.edu 1001 Leadership Place Killeen, TX 76549 United States</p> |

Attachment A

This Purchase Order shall constitute a Schedule for purposes of that certain Master Image Management Agreement dated as of October 4, 2017 (the "Master Agreement") between Texas A&M University ("Customer") and CTWP Leasing, the terms and conditions of which are incorporated herein by reference, and evidences Customer's agreement to rent the equipment described herein pursuant to the terms of the Purchase Order and the Master Agreement. This purchase order is binding on Customer as of the date of issuance and cannot be cancelled, unless otherwise provided by the terms of the Master Agreement.

The Canon IR6565i will be part of the Fleet Management contract between CTWP and Texas A&M University. You will receive a 4% rebate check of spend annually.

Rental Period: 60 months

Monthly Base Payment: \$385.00

Utilizing DIR-SDD-3101

Canon ImageRunner Advance 6565i copier to include the following:

- 65 Pages/Prints per Minute Black & White
- 300 Sheet Document Feeder
- Automatic Two Sided Copies
- Four Drawer Paper Feed System
- Large Capacity Letter Tray
- Stapling Finisher
- Incorporates GREEN Technology

Configured As:

- Network Printer
- Network Color Scan to Email and File
- Scan to/Print from USB Device

Includes 180,000 Black & White prints per month

- No Overages on Black & White prints

Includes service, parts, labor, drum, toner and staples

As stated in the solicitation document, Texas A&M cannot execute a tax-exempt bond form (IRS Form 8038GC) as it would violate our bonding rules.

DIVISION OF FINANCE

Procurement Services



October 5, 2017

CTWP Leasing Hayday, Inc. DBA
3730 Franklin Ave.
Waco, TX 76710-7330

To Whom It May Concern:

Please cancel the copier equipment that is located in Founder's hall-Rm. 322 on the campus of TAMU Central Texas. Dept. no longer requires this machine. Please let this letter serve as our notice of cancellation.

| | |
|--------------------------|---|
| Purchase Order: | P400173 |
| Location: | Founder's Hall - Rm. 322; TAMU-Central Texas Campus |
| Reason for Cancellation: | Dept. no longer requires this machine. |
| Effective Date: | November 5, 2017 |

Please contact Melissa Stebbins at 254-519-5437 to coordinate removal of machines.
Thank you for your attention to this matter.

P.O. Box 30013
1477 TAMU
College Station, TX 77842-3013

Tel. 979.845.4570 Fax. 979.845.3800
<http://purchasing.tamu.edu>