



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.
Jun 10, 2019	AB0456445	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:	By Departmental Accounting Services PATT	
Email:	sshopley@tamu.edu	
Phone:	+1 979-847-8915	

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 or performance. This Purchase Order is governed by the laws of the State of Texas and Texas A&M's Terms & Conditions, which are available online: <http://purchasing.tamu.edu/suppliers/bids-catalogue-tc-form/>

Supplier Information		Delivery Information	
Supplier Name	UBEO LLC	Delivery Address	
Address	4560 LOCKHILL SELMA STE 100 SAN ANTONIO, TX 78249 US	TAMUS Member:	02-Texas A&M University (02)
Phone	+1 979-731-8500	Attn	LYNN WIGGS
FOB / FREIGHT	Destination	Transportation Services	
Pre-Pay & Add	No	Bldg E	
Payment Terms	0, Net 30	702 E University Blvd	
Contract Number - Header	PSA CONTRACT 18-201	1250 TAMU	
Contract Number - Line	no value	College Station, TX 77840-1250	
Quote number		United States	
		Delivery Information	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way
Notes to Supplier			
Shipping Instructions			
Note to Supplier		Utilizing PSA Contract 18-201	
Attachments for supplier			
Attachment A - 11...			
PO Clauses			
Header	001	No Collect Freight Charges Accepted	Neither COD nor "Collect" freight or handling charges will be accepted.
	102	TAMU Terms & Conditions	Terms & Conditions - Texas A&M University - This purchase order is issued on behalf of Texas A&M University and is governed by the Terms & Conditions found online: http://purchasing.tamu.edu/suppliers/bids-catalogue-tc-form/ From this website please select "Texas A&M University" from the drop-down menu.

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 6	(FY19) Ricoh IMC3500. See Attachment A for details & features.	NA	MON	375.00 USD	2 MON	750.00 USD
2 of 6	(FY20) Ricoh IMC3500. See Attachment A for details & features.	NA	MON	375.00 USD	12 MON	4,500.00 USD
3 of 6	(FY21) Ricoh IMC3500. See Attachment A for details & features.	NA	MON	375.00 USD	12 MON	4,500.00 USD
4 of 6	(FY22) Ricoh IMC3500. See Attachment A for details & features.	NA	MON	375.00 USD	12 MON	4,500.00 USD
5 of 6	(FY23) Ricoh IMC3500. See Attachment A for details & features.	NA	MON	375.00 USD	12 MON	4,500.00 USD
6 of 6	(FY24) Ricoh IMC3500. See Attachment A for details & features.	NA	MON	375.00 USD	10 MON	3,750.00 USD
Total					22,500.00 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- 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</p>

Attachment A

Monthly Base Payment: \$375.00

Reference the PSA Contract #18-201

Including all addendums incorporated herein by reference.

Vendor Contact: Boyd Sheffield

Vendor Phone #: 979-731-8500

All purchase orders are to be issued to:

UBEO of East Texas, Inc. dba Documation
4700 Elmo Weedon Rd. Suite 108
College Station, TX 77845

But all payments have to be remitted to:

UBEO of East Texas, Inc. dba Documation
P.O. Box 660831
Dallas, TX 75266-0831

Ricoh IMC3500 Digital Imaging System to include the following:

- Staple Finisher
- Hole Punch
- 4 Total Paper Drawers – 550 Sheets each
- 30 Pages per Minute
- Single Pass Feeder
- 110/180 Images per Minute

Includes 2,500 Black & White prints per month
Overages from 2,501+ to be billed at \$0.09/print

Includes 2,500 Color prints per month
Overages from 2,501+ to be billed at \$0.07/print

Overages to be billed quarterly

Includes all parts; labor; preventative maintenance and supplies (excluding paper)

Installation; Training and Delivery included at no cost

Loaner equipment provided as needed in rare instances