



## Sales Tax Exemption

The Texas A&M Health Science Center 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 the Texas A&M Health Science Center.

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

Member of the Texas A&M University System.

Purchase Order		
Purchase Order Date	PO/Reference No.	Revision No.
<b>Jan 17, 2020</b>	<b>AB0511479</b>	<b>original</b>
<b>Contact instructions for questions regarding this Purchase Order:</b> If Buyer Contact information is listed below, please contact the Buyer. If not, please contact the Customer.		
<b>Buyer Contact:</b>		
<b>Buyer</b>	<b>Buyer Email</b>	<b>Buyer Phone Number</b>
sak - King, Susan	sa-king@tamu.edu	979.845.3888
<b>Customer Contact:</b>		
Name:	Jennifer Cain	
Email:	JENCAIN@TAMU.EDU	
Phone:	+1 713-677-7567	

## 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	RICOH USA INC	<b>Delivery Address</b>	
Address	PO BOX 650016 DALLAS, TX 752650016 US	TAMUS Member:	23-Texas A&M Health Science Center (23)
Phone	+1 800-595-1011	Attn:	Jennifer Cain
FOB / FREIGHT	Destination	Institute of Biosciences & Technology	
Pre-Pay & Add	No	Room	209B
Payment Terms	0, Net 30	2121 W Holcombe Blvd	
Contract Number - Header	DIR CPO 4435	Houston, TX 77030	
Contract Number - Line	<i>no value</i>	United States	
Quote number	DIR-CPO-4435	<b>Delivery Information</b>	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

## Notes to Supplier

### Shipping Instructions

Note to Supplier

REF: Quote dated 1/16/2020  
 REF: DIR-CPO-4435  
 Period of Svc: 2/1/2020 - 1/31/24  
 Machine locations: Rooms 202N, 214N, 403, 603, 905, 1003  
 Automatic Document Feeder  
 220 Sheet Single Pass Duplex  
 60 Pages per Minute Black & White  
 60 pages per Minute Full Color  
 1200x1200 DPI Print  
 600x600 DPI Scanning  
 2x550 Sheet Drawers  
 2,000 Sheet Large Capacity Tandem Tray  
 100 Sheet Stack Bypass Tray  
 DOSS (security)  
 Fax Board

Stapler Finisher with Hole Punch  
 Color Network Print  
 Color Network Scan to Email or Folder  
 Post Script 3 for MAC/Apple printing  
 Power Filter  
 Print from/Scan to USB/SD card  
 10.1" Keyless Smart Operation Panel  
 Pricing includes Service, Parts, Labor, Drum, Toner & Staples  
 Color Overages (51,301+) Billed at \$.0425 Each, Quarterly  
 Black & White Image Rate @ \$0.007 – No Black & White Overages Will Be Billed  
 This contract is part of the Texas A&M and Ricoh Right Sizing Program and will give  
 4% back annually to the department each year on the contract

Attachments for supplier

tamu hsc houston ...

#### 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: <a href="http://purchasing.tamu.edu/suppliers/bids-catalogue-tc-form/">http://purchasing.tamu.edu/suppliers/bids-catalogue-tc-form/</a> From this website please select "Texas A&M University" from the drop-down menu.
	113	FOB-DEST/FRT-PP&ALLOW	FOB Destination, Freight Prepaid and Allowed
	210	Product Installation	To be installed. Installation to include receiving, unpacking, assembly and placement at point of use and removal and disposal of all packing material. University dumpsters may not be used for disposal.
	212	Cancellation	This agreement is subject to cancellation, without penalty, either in whole or in part, if funds are not appropriated by the Texas Legislature, or otherwise not made available to the using agency.
	236	Copier Leases	Vendors please note: The laws of the State of Texas shall govern this purchase order. Texas A&M University is exempt from state sales tax. The exemption is claimed under Chapter 20 Title 122A, revised Civil Statutes of Texas, as the property is being secured for the exclusive use of the State of Texas. All taxes, fees and filing costs related to the possession and use of the equipment during the term of the lease or rental must be included in the monthly lease or rental item. The digital copiers shall be provided on a vendor furnish and install as is. The successful vendor will have complete responsibility for the equipment until it is in place and working. all transportation and coordination arrangements will be the responsibility of the vendor. Delivery of equipment will be coordinated so that items will be delivered directly to the installation site. Texas A&M reserves the right to cancel any purchase order without penalty, either in whole or in part, if funds are not appropriated by the Texas Legislature or otherwise not made available to the department. In the event of cancellation, vendor will be given 30 days written notice.
	237	Estimated Delivery Date	Delivery date listed is an estimated date only and is based on manufacturer's standard lead time.
	238	Institution of Higher Education Purchase	Purchases made by an Institution of Higher Education, Section 51.9335 Education Code

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 5	FY 2020 RICOH IMC6000 six (6) each Copier Lease 48 months 205,200 B/W Images Annually 51,300 Color Images Quarterly Overages Billed @\$0.0425/image	na	MON	2,360.00 USD	7 MON	16,520.00 USD
2 of 5	FY 2021 RICOH IMC6000 six (6) each Copier Lease 48 months 205,200 B/W Images Annually 51,300 Color Images Quarterly Overages Billed @\$0.0425/image	na	MON	2,360.00 USD	12 MON	28,320.00 USD
3 of 5	FY 2022 RICOH IMC6000 six (6) each Copier Lease 48 months	na	MON	2,360.00	12 MON	28,320.00

	205,200 B/W Images Annually 51,300 Color Images Quarterly Overages Billed @\$0.0425/image			USD		USD
4 of 5	FY 2023 RICOH IMC6000 six (6) each Copier Lease 48 months 205,200 B/W Images Annually 51,300 Color Images Quarterly Overages Billed @\$0.0425/image	na	MON	2,360.00 USD	12 MON	28,320.00 USD
5 of 5	FY 2024 RICOH IMC6000 six (6) each Copier Lease 48 months 205,200 B/W Images Annually 51,300 Color Images Quarterly Overages Billed @\$0.0425/image	na	MON	2,360.00 USD	5 MON	11,800.00 USD
Total						113,280.00 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&amp;M Health Science Center-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>