



## 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.

Member of the Texas A&M University System.

Purchase Order		
Purchase Order Date	PO/Reference No.	Revision No.
<b>Jun 9, 2020</b>	<b>AB0541420</b>	<b>0</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>
mey - Young, Marla	meyoung@tamu.edu	979.845.2139
<b>Customer Contact:</b>		
Name:	Fritzie Freeman	
Email:	FFREEMAN@TAMU.EDU	
Phone:	+1 979-845-2581	

### 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:	02-Texas A&M University (02)
Phone	+1 800-595-1011	Attn	Fritzie Freeman
FOB / FREIGHT	Destination	Psychological & Brain Sciences	
Pre-Pay & Add	No	Psychology Bldg	
Payment Terms	0, Net 30	Room	230
Contract Number - Header	DIR-CPO-4435 & Right-Sizing Program	4235 TAMU	
Contract Number - Line	<i>no value</i>	College Station, TX 77843-4235	
Quote number		United States	
		<b>Delivery Information</b>	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

### Notes to Supplier

#### Shipping Instructions

Note to Supplier

Utilizing DIR-CPO-4435 Contract and Right-Sizing Program.

Attachments for supplier

#### 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.

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

1 of 5	(FY20) Ricoh MP9003 & Ricoh Pro 8300S. See Attachment A for details & features.	na	MON	1,135.00 USD	1 MON	1,135.00 USD
2 of 5	(FY21) Ricoh MP9003 & Ricoh Pro 8300S. See Attachment A for details & features.	na	MON	1,135.00 USD	12 MON	13,620.00 USD
3 of 5	(FY22) Ricoh MP9003 & Ricoh Pro 8300S. See Attachment A for details & features.	na	MON	1,135.00 USD	12 MON	13,620.00 USD
4 of 5	(FY23) Ricoh MP9003 & Ricoh Pro 8300S. See Attachment A for details & features.	na	MON	1,135.00 USD	12 MON	13,620.00 USD
5 of 5	(FY24) Ricoh MP9003 & Ricoh Pro 8300S. See Attachment A for details & features.	na	MON	1,135.00 USD	11 MON	12,485.00 USD
Total						<b>54,480.00 USD</b>

**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  
Procurement Services  
Attn: Marla Young  
330 Agronomy Road  
1477 TAMU  
College Station, TX 77843-1477  
United States

## Attachment A

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**Contract Name:** State of Texas DIR

**Contract Number:** DIR-CPO-4435

Equipment is to be leased in accordance with the terms and conditions of the State of Texas Department of Information Resources Contract No. DIR-CPO-4435 Appendix D Master Lease Agreement. It is acknowledged and agreed that this Purchase Order constitutes a "Schedule" as defined in the Master Agreement.

Reference Master Services Agreement #350803-151190 (dated 5/1/08) for this purchase. The order of precedence of these agreements as they relate to this purchase order shall be as follows:

- 1) Master Service Agreement
- 2) Purchase Order

**Products:**

**Product Description ("Products"):** Ricoh MP9003 Copier to include the following:

- 220 Sheet Automatic Document Feeder
- 10.1" Super VGA Smart Panel
- 90 Pages per Minute Black & White
- 2 x 550 Sheet Adjustable Drawers
- 1,500 Sheet Tandem Paper Tray
- 100 Sheet Stack Bypass Tray
- Stapler Finisher with Hole Punch
- Fax Board
- Data Overwrite Security
- Color Network Scan to Email
- Post Script 3 for MAC Printing
- Power Filter

**Product Description ("Products"):** Ricoh Pro 8300S Copier to include the following:

- 220 Sheet Automatic Document Feeder
- Single Pass Scanning
- 17" Smart Operation Panel
- 2400 x 4800 dpi VCSEL Resolution
- 96 Pages per Minute Black & White
- 2 x 550 Sheet Adjustable Drawers
- 1,500 Sheet Tandem Paper Tray
- 5,000 Sheet Large Side Capacity Tray
- 500 Sheet Stack Bypass Tray
- Stapler Finisher with Hole Punch
- Data Overwrite Security
- Color Network Scan to email

## Attachment A

- Post Script 3 for MAC Printing
- Power Filter

Quantity (X) Make/Model: 1 x Ricoh MP9003  
1 x Ricoh Pro 8300S

Term (Mos.): 48 months

Base Monthly Product Payment \$ 921.95

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 \$ 213.05

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 420,000 prints annually.

No overages on Black & White prints

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

X *Monika E. Young*

Title: Buyer

Date: 6/9/20

Authorized Signer

Ricoh USA

X

Title:

Date:

Authorized Signer