



Contract Award Notification

Title	:	Group 75525 – Printing and Imaging Equipment (Statewide)
		Classification Code(s): 43 and 44
Award Number	:	<u>22661-E*</u>
Contract Period	:	September 1, 2014 to August 31, 2017 with option to renew
Bid Opening Date	:	February 19, 2014
Date of Issue	:	September 25, 2014 (Revised November 30, 2016) Updated Information is in Red
Specification Reference	:	As Incorporated In The Contract
Contractor Information	:	Appears on Page 2 of this Award

Address Inquiries To:

State Agencies & Vendors	Political Subdivisions & Others
Name : Danielle Hayes Title : Contract Management Specialist 1 Phone : 518-473-9769 E-mail : danielle.hayes@ogs.ny.gov	New York State Procurement Customer Services Phone : 518-474-6717 E-mail : customer.services@ogs.ny.gov

**The New York State Procurement values your input.
Complete and return "Contract Performance Report" at end of document.**

Description

This award will provide State Agencies and Authorized Users with the opportunity to purchase Printing and Imaging Equipment.

PR # 22661

<u>CONTRACT #</u>	<u>CONTRACTOR</u>	<u>FED.IDENT.#</u> <u>NYS VENDOR ID#</u>
PT66599	Brother International Corp.	223142007 1000008820
<u>All orders and remittances</u> are to be directed to the authorized Resellers approved under the Contract.		
PT66600	Canon U.S.A.	132561772 1000006161
<u>All orders and remittances</u> are to be directed to the authorized Resellers approved under the Contract.		
PT66601	Contex Americas, Inc.	262913793 1100116716
<u>All orders and remittances</u> are to be directed to the authorized Resellers approved under the Contract.		
PT66602	Dell Marketing LP	742616805 1000041162
<u>All orders and remittances</u> are to be directed to the Contractor or the authorized Reseller approved under the Contract.		
PT66603	Eastman Kodak Company	160417150 1000007434
<u>All orders and remittances</u> are to be directed to the Contractor or the authorized Reseller approved under the Contract.		
PT66604	Epson America, Inc.	952935679 1000057967
<u>All orders and remittances</u> are to be directed to the authorized Resellers approved under the Contract.		
PT66605	HP Inc.	941081436 1000009783
<u>All orders and remittances</u> are to be directed to the Contractor or the authorized Reseller approved under the Contract.		
PT66606	Kodak Alaris, Inc.	462969770 1100105596
<u>All orders and remittances</u> are to be directed to the authorized Resellers approved under the Contract.		
PT66607	Konica Minolta Business Solutions USA, Inc.	131921089 1000006138
<u>All orders and remittances</u> are to be directed to the Contractor or the authorized Reseller approved under the Contract.		

<u>CONTRACT #</u>	<u>CONTRACTOR</u>	<u>FED.IDENT.#</u> <u>NYS VENDOR ID#</u>
PT66608	Kyocera Document Solutions America, Inc.	952819506 1000009816

All orders and remittances are to be directed to the Contractor.

PT66609	Lexmark International, Inc.	061308215 1000005372
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All orders and remittances are to be directed to the Contractor or the authorized Reseller approved under the Contract.

PT66610	Oki Data Americas, Inc.	223630684 1000044520
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All orders and remittances are to be directed to the authorized Resellers approved under the Contract.

PT66612	Ricoh USA, Inc.	230334400 1000030648
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All orders and remittances are to be directed to the Contractor or the authorized Reseller approved under the Contract.

PT66613	Samsung Electronics America, Inc.	132951153 1100119185
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All orders and remittances are to be directed to the authorized Resellers approved under the Contract.

PT66614	Sharp Electronics Corporation	131968872 1000054628
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All orders and remittances are to be directed to the Contractor.

PT66615	Toshiba America Business Solutions, Inc.	330865305 1000009105
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All orders and remittances are to be directed to the Contractor or the authorized Reseller approved under the Contract.

PT66616	Xerox Corporation	160468020 1000014781
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All orders and remittances are to be directed to the Contractor or the authorized Reseller approved under the Contract.

For complete Contractor and Reseller contact information, Contract Terms and Conditions, and Pricelists for this award, please see the Contractor Information pages located on the OGS website at:
<http://www.ogs.ny.gov/purchase/snt/awardnotes/7552522661Can.htm>.

Cash Discount, If Shown, Should be Given Special Attention.

INVOICES MUST BE SENT DIRECTLY TO THE ORDERING AGENCY FOR PAYMENT.

(See "Contract Payments" and "Electronic Payments in this document.")

AGENCIES SHOULD NOTIFY THE NEW YORK STATE PROCUREMENT PROMPTLY IF THE CONTRACTOR FAILS TO MEET DELIVERY OR OTHER TERMS OF THIS CONTRACT. PRODUCTS OR SERVICES WHICH DO NOT COMPLY WITH THE SPECIFICATIONS OR ARE OTHERWISE UNSATISFACTORY TO THE AGENCY SHOULD ALSO BE REPORTED TO THE NEW YORK STATE PROCUREMENT.

SMALL, MINORITY AND WOMEN-OWNED BUSINESSES:

The letters SB listed under the Contract Number indicate the contractor is a NYS small business. Additionally, the letters MBE and WBE indicate the contractor is a Minority-owned Business Enterprise and/or Woman-owned Business Enterprise.

REQUEST FOR CHANGE:

Any request by the agency or contractor regarding changes in any part of the contract must be made in writing to the Office of General Services, New York State Procurement prior to effectuation.

NOTE TO CONTRACTOR:

This Contract Award Notification is not an order. Do not take any action under this contract except on the basis of purchase order(s) from the agency or agencies.

NEW YORK STATE VENDOR RESPONSIBILITY QUESTIONNAIRE FOR-PROFIT BUSINESS ENTITY:

Contractor is encouraged to maintain up-to-date Questionnaire during the life of the contract and is also required to ensure this Questionnaire reflects any substantive issues that may have occurred from the time the Contract was initially awarded.

DEBRIEFING:

Contractors and bidders are accorded fair and equal treatment with respect to the opportunity for debriefing. OGS shall, upon request, provide a debriefing to any bidder or awarded contractor that responded to the RFP regarding the reason that the proposal or bid submitted by the unsuccessful bidder was not selected for a contract award. The post award debriefing should be requested by the bidder or awarded contractor within thirty days of posting of the contract award on the OGS website.

NYSPRO'S DISPUTE RESOLUTION POLICY:

It is the policy of the Office of General Services' New York State Procurement (NYSPRO) to provide vendors with an opportunity to administratively resolve disputes, complaints or inquiries related to NYSPRO bid solicitations or contract awards. NYSPRO encourages vendors to seek resolution of disputes through consultation with NYSPRO staff. All such matters will be accorded impartial and timely consideration. Interested parties may also file formal written disputes. A copy of NYSPRO's Dispute Resolution Procedures for Vendors may be obtained by contacting the person shown on the front of this document or through the OGS website (www.ogs.ny.gov).

PROCUREMENT INSTRUCTIONS

1. The Contracts listed herein have been issued under a multiple award structure. Authorized Users shall procure Products and services that best meet their form, function and utility requirements. Awarded Contractor Product and service offerings, and Contract and pricing information will be posted to the Contractors' dedicated NYS website.
2. Before proceeding with their purchase, Authorized Users shall check the list of Preferred Source offerings and are reminded that they must comply with State Finance Law §162 which requires that agencies afford first priority to the commodities/services of preferred source suppliers such as Correctional Industries (Corcraft), Industries for the Blind of NYS, and NYS Industries for the Disabled, when such commodities/services meet the form, function and utility of the Authorized User.
3. **The equipment listed below is available under Contracts PT65959 and PT65960 under Award 22418, and Contracts PT66219 and PT66220 under Award 22662. New York State Agencies that are part of the Executive Branch shall only purchase the equipment listed below, including all related Replaceable Service Parts, Consumables, Options and Extended Warranties, under Contracts PT65959 and PT65960 under Award 22418, and Contracts PT66219 and PT66220 under Award 22662, and not under the Contracts listed herein. Contractors under this award other than those who hold Contracts PT65959 and PT65960 under Award 22418, and Contracts PT66219 and PT66220 under Award 22662 shall not market and sell the equipment below to New York State Agencies that are part of the Executive Branch.**

Workgroup Printers & Multifunction Printers (MFPs) - Letter/Legal Size:

1. Workgroup Printer Black & White - (Low End)
2. Workgroup Printer Black & White - (Midrange)
3. Workgroup Printer Black & White - (High End)
4. Workgroup Printer Color - (Low End)
5. Workgroup Printer Color - (High End)
6. Multifunction Printer Black & White - (Low End)
7. Multifunction Printer Black & White - (Midrange)
8. Multifunction Printer Black & White - (High End)
9. Multifunction Printer Color - (Low End)
10. Multifunction Printer Color - (High End)

Multifunction Printers (MFPs) - Ledger Size:

1. Multifunction Printer Black & White - (Ledger Size) (Low End)
2. Multifunction Printer Black & White - (Ledger Size) (High End)
3. Multifunction Printer Color - (Ledger Size) (Low End)
4. Multifunction Printer Color - (Ledger Size) (High End)

4. Authorized users should carefully review Contractor Warranty and Maintenance offerings to identify any potential overlap and choose coverage that best meets their needs. Contractor shall be required to assist Authorized Users in determining the most cost effective solutions for coverage. State Agencies are reminded of their obligation under DOB Budget Bulletin H-1030 - Equipment Maintenance Program – Expansion and Enhancements prior to procuring Maintenance. <http://www.budget.ny.gov/guide/bprm/bulletins/h-1030.html>.
5. Authorized users will issue purchase order(s) directly to the Contractor(s), or the Contractors' authorized Reseller(s), as specifically stated by the Contractor, specifying and shipping/delivery requirements and referencing statements of work (as applicable) for services.
6. Upon Authorized User acceptance of Products and/or services itemized on the purchase order, Contractor(s) will invoice Authorized User for any portion of Products and services accepted, and accordingly, Authorized User will arrange for payment. Contractor shall provide itemized invoicing for all Products and services.

**State of New York
Office of General Services
PROCUREMENT SERVICES
Contract Performance Report**

Please take a moment to let us know how this contract award has measured up to your expectations. If reporting on more than one contractor or product, please make copies as needed. This office will use the information to improve our contract award, where appropriate. **Comments should include those of the product's end user.**

Contract No.: _____ **Contractor:** _____

Describe Product* Provided (Include Item No., if available): _____

***Note:** "Product" is defined as a deliverable under any Bid or Contract, which may include commodities (including printing), services and/or technology. The term "Product" includes Licensed Software.

	Excellent	Good	Acceptable	Unacceptable
• Product meets your needs				
• Product meets contract specifications				
• Pricing				

CONTRACTOR

	Excellent	Good	Acceptable	Unacceptable
• Timeliness of delivery				
• Completeness of order (fill rate)				
• Responsiveness to inquiries				
• Employee courtesy				
• Problem resolution				

Comments: _____

 _____ (over)

Agency: _____ Prepared by: _____
 Address: _____ Title: _____
 _____ Date: _____
 _____ Phone: _____
 _____ E-mail: _____

Please detach or photocopy this form & return by FAX to 518/474-2437 or mail to:

NYS Office of General Services
 PROCUREMENT SERVICES
 Customer Services, 38th Floor
 Corning 2nd Tower - Empire State Plaza
 Albany, New York 12242
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