

**State of New York Executive Department**  
**Office Of General Services**  
**New York State Procurement**  
**Corning Tower Building - 38th Floor**  
**Empire State Plaza**  
**Albany, New York 12242**  
<http://www.ogs.ny.gov>

## CONTRACT AWARD NOTIFICATION

<b>Title</b>	<b>Group 75525 Printer Supplies; Ricoh INFO PRINT 4000/4100 Toner and Developer</b>
	<b>Classification Code(s): 14, 43, 44 and 45</b>
<b>Award Number</b>	<b><a href="#">22936</a></b>
<b>Contract Period</b>	<b>February 26, 2015 – February 25, 2018 with 2 one year extensions</b>
<b>Bid Opening Date</b>	<b>February 10, 2015</b>
<b>Date of Issue</b>	<b>February 26, 2015</b>
<b>Specification Reference</b>	<b>As Incorporated In The Contract</b>
<b>Contractor Information</b>	<b>Appears on Page 2 of this Award</b>

### Address Inquiries To:

State Agencies & Vendors	Political Subdivisions & Others
<b>Name</b> : Debra V. Kruszona <b>Title</b> : Contract Management Specialist <b>Phone</b> : 518-402-3021 <b>Fax</b> : 518-486-6867 <b>E-mail</b> : Debra.kruszona@ogs.ny.gov	New York State Procurement Customer Services <b>Phone</b> : 518-474-6717 <b>Fax</b> : 518-474-2437 <b>E-mail</b> : 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 centralized contract is for the acquisition of INFOPRINT 4000 and 4100 Printer Original Genuine Brand/OEM Products, as specified herein, to be used by NYS Agencies and all Authorized Users of this contract that choose to participate.

PR # 22936

(continued)

**NOTE: See individual contract items to determine actual awardees.**

<u>CONTRACT #</u>	<u>CONTRACTOR &amp; ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.# / NYS VENDOR#</u>
PC66758	ON-LINE Computer Products, Inc 672 Pleasant Street Norwood, MA 02062	800-923-9988 781-255-9100 Ext. 118	04-3141651 1100101852

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.

**RECYCLED, REMANUFACTURED AND ENERGY EFFICIENT PRODUCTS:**

The New York State Procurement supports and encourages the purchase of recycled, remanufactured, energy efficient and "energy star" products. If one of the following codes appears as a suffix in the Award Number or is noted under the individual Contract Number(s) in this Contract Award Notification, please look at the individual awarded items for more information on products meeting the suffix description.

RS,RP,RA	Recycled
RM	Remanufactured
SW	Solid Waste Impact
EE	Energy Efficient
E*	EPA Energy Star
ES	Environmentally Sensitive

**NOTE TO AUTHORIZED USERS:**

When placing purchase orders under the contract(s), the authorized user should be familiar with and follow the terms and conditions governing its use which usually appears at the end of this document. The authorized user is accountable and responsible for compliance with the requirements of public procurement processes. The authorized user must periodically sample the results of its procurements to determine its compliance. In sampling its procurements, an authorized user should test for reasonableness of results to ensure that such results can withstand public scrutiny.

The authorized user, when purchasing from OGS contracts, should hold the contractor accountable for contract compliance and meeting the contract terms, conditions, specifications, and other requirements. Also, in recognition of market fluctuations over time, authorized users are encouraged to seek improved pricing whenever possible.

Authorized users have the responsibility to document purchases, particularly when using OGS multiple award contracts for the same or similar product(s)/service(s), which should include:

- a statement of need and associated requirements,
- a summary of the contract alternatives considered for the purchase,

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- the reason(s) supporting the resulting purchase (e.g., show the basis for the selection among multiple contracts at the time of purchase was the most practical and economical alternative and was in the best interests of the State).

## PRICE:

Genuine IBM® Part Number	Description	Unit of Measure	NYS Net Price
57P1887	4100 Version 3	Carton	\$428.25
1402822	4000 Black Laser Toner	Carton	\$330.00
1402823	4000 Developer, Black	Carton	\$560.25
69G7370	4100 Enhanced Developer	Carton	\$569.80
57P1892	4100 Enhanced Toner	Carton	\$707.25
69G7377	4100 Black MICR Toner Cartridge, Black MICR Cartridge	Carton	\$347.25
56Y2100	4100 Black MICR Toner Cartridge, Black MICR Cartridge	Carton	\$829.30
56Y2101	4100 MICR Developer	Carton	\$599.00
1402824	4000 MICR Genuine Toner - Black	Carton	\$741.25
1402825	4000 MICR Developer	Carton	\$484.00

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<b>State of New York Office of General Services PROCUREMENT SERVICES Contract Performance Report</b>
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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:**

OGS PROCUREMENT SERVICES  
 Customer Services, 38th Floor  
 Corning Tower - Empire State Plaza  
 Albany, New York 12242

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