

FREQUENTLY ASKED QUESTIONS

Aggregate Hardware Buy 2016-17

Q. If an authorized user wants to buy products offered under the Aggregate Hardware Buy 2016-17, do they have to do an “Umbrella” Request for Quote?

A. No; the Aggregate Hardware Buy 2016-17 is the result of an “Umbrella” Request for Quote that OGS completed on behalf of all authorized users.

Q. Can an authorized user configure and order on-line?

A. Yes. Contractors are required to establish and maintain a dedicated NYS website specifically for the Aggregate Hardware Buy 2016-17 that has a web-based configuration and ordering system with the capability of receiving electronic orders from authorized users via the Internet. Authorized Users can configure their specific configuration and, if allowed under the Authorized User’s agency procurement policy, order on-line. The web-based ordering system shall have full order inquiry capabilities and shall acknowledge receipt of an authorized user’s order.

The Contractor website shall be operational and able to accept orders within 14 calendar days of the Aggregate Hardware Buy 2016-17 Agreement execution.

Q. Is the Aggregate Hardware Buy 2016-17 mandatory?

A. No, if an Authorized Users wishes to procure from another Umbrella Manufacturer they may issue an RFQ and award.

Q. OGS’ Aggregate Buys saves my agency time and money. Will you be offering other IT aggregate buys?

A. Yes, OGS anticipates awarding the Aggregate Hardware Buy 2016-17 (Phase 2) by September 1, 2016. Phase 2 will include the following Configurations:

- Enterprise Desktops
- Chrome Notebooks

OGS will be announcing all Aggregate Hardware Buys via OGS’ Purchaser Notification Service. This service is free and OGS strongly recommends authorized users to sign up for it at: <http://www.ogs.ny.gov/PNS/Default.asp>. If an authorized User has a suggestion for an Aggregate Buy, please notify OGS Procurement Services at: Ogs.sm.psmfumbrella.authorizedusers@ogs.ny.gov.

Q. Where can I get more information about the Aggregate Hardware Buy 2016-17?

A. Authorized Users can contact:

Kelly Rothkopf
(518) 486-1908

or

Ogs.sm.PsMfrUmbrella.Contractors@ogs.ny.gov
Kelly.rothkopf@ogs.ny.gov

All information regarding this award, including instructions on “How to Use,” and contact information for all current awardees, may be found on the OGS website at the following link: <http://www.ogs.ny.gov/purchase/snt/awardnotes/7360022802AggregateBuy.pdf>