



PURCHASE ORDER

PO Number:

Requisition Number:

Order Date: 10/31/2016

Released

MAIL INVOICE TO AGENCY BELOW

TEXAS FACILITIES COMMISSION
 FISCAL MANAGEMENT / ACCOUNTS PAYABLE
 P.O. BOX 13047 Austin, Texas 78711-3047
 OR
 email to: accountspayable@tfc.state.tx.us

Delivery Location

Central Services Bldg
 1711 San Jacinto Blvd.
 4th Floor Leasing Area
 Austin, TX 78701

Show numbers on all papers and packages

Referenced Source or Vendor

12227835217
 RICOH USA
 901 S Mopac Expwy
 Building 3, Suite 200
 Austin, TX 78746
 John Gayaut
 Phone:512-381-7810/512-565-2000, Fax:
john.gayaut@ricoh-usa.com

Description	46-Month Lease - Replace Copier in Leasing Area Location: CSB, 4th Floor, South Area (PREM Copier Room)
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Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Contract Name: State of Texas DIR Contract Contract Number: DIR TSO-3041 (2015) Quote Number: 20403014 Quote Expiration: 10/31/2016 Product Name: Ricoh MPC4504 Product Description: 1 Ricoh MPC4504 Configurable Model 1 Ricoh MPC4504 1 LCIT PB3230 1 Bridge Unit BU3070 1 Finisher SR3230 1 Punch Unit PU3060 NA						

<p>1 Postscript3 Unit Type M19 1 OCR Unit Type M13 1 ESP XG-PCS-15D 1 TS Network & Scan Connect - SEG BC3 1 PS - TAS Training</p> <p>Lease Term: 46 Months Monthly Base Pricing Information: \$222.51 (\$188.01+ \$34.50) Monthly B&W Allowance: 5,000 (See Line Item #2) Monthly B&W Overage (5,000 +): \$0.0069 (per page) Monthly Color Allowance: 0 (See Line Item #3) Monthly Color Overage: \$0.0428 (per page)</p> <p>Cost Billed: Monthly</p> <p>Service Level: Gold Level Service Includes Supplies</p> <p>Ship To/Location: Texas Facilities Commission Central Services Bldg., 4th Flr, South (PREM Area) 1711 San Jacinto Blvd Austin, TX 78701</p> <p>"EQUIPMENT IS TO BE LEASED IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF STATE OF TEXAS DEPARTMENT OF INFORMATION RESOURCES CONTRACT NO. DIR-TSO-3041 APPENDIX D MASTER LEASE AGREEMENT. IT IS ACKNOWLEDGED AND AGREED THAT THIS PURCHASE ORDER CONSTITUTES A SCHEDULE AS DEFINED IN THE MASTER LEASE AGREEMENT."</p> <p>Contact: Eva Dechene, (512) 463-8551 Purchasing Contact: Rico Gamino, (512) 936-3567</p> <p>NIGP Class: 985 NIGP Item: 58 Object Class: 406 Reimbursement Type: Not Reimbursable Notes: See Quote Number: 20403014</p> <p>FY 2017 - \$1692.09 (9 months) FY 2018 - \$2256.12 (12 months) FY 2019 - \$2256.12 (12 months) FY 2020 - \$2256.12 (12 months) FY 2021 - \$188.01 (1 month)</p>	46	months	\$188.01	12/1/2016	9/30/2020	\$8,648.46
<p>1 Ricoh MPC4504 Gold Level Service Includes Supplies</p> <p>Monthly Base Charge: \$34.50 Monthly B&W Allowance: 5,000 Monthly B&W Overage (5,000 +): \$0.0069 (per page)</p> <p>NIGP Class: 985 NIGP Item: 58 Object Class: 406 Reimbursement Type: Not Reimbursable Notes: See Quote Number: 20403014</p> <p>FY 2017 - \$310.50 (9 months) FY 2018 - \$414.00 (12 months) FY 2019 - \$414.00 (12 months) FY 2020 - \$414.00 (12 months)</p>	46	months	\$34.50	12/1/2016	9/30/2020	\$1,587.00

FY 2021 - \$34.50 (1 month)						
Monthly Color Allowance: 0 (Note: NO color allowance requested.) All Prints charged based on actual usage @ \$0.0428 per print						
\$256.80 Estimated monthly cost (6000 prints x \$0.0428)						
This is to document monthly estimated cost for color copies. Will vary month to month. TFC paying for actual color usage only.						
NIGP Class: 985 NIGP Item: 58 Object Class: 406 Reimbursement Type: Not Reimbursable Notes: See Quote Number: 20403014	46	months	\$256.80	12/1/2016	9/30/2020	\$11,812.80
FY 2017 - \$2311.20 (9 months) FY 2018 - \$3081.60 (12 months) FY 2019 - \$3081.60 (12 months) FY 2020 - \$3081.60 (12 months) FY 2021 - \$256.80 (1 month)						
Grand Total						\$22,048.26

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512)463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

Agency	TFC
Fiscal Year	2017
Division	Legal
Program	Records Management
Phone	5124638551
Org Code	0216 - Office Supply Allocations
Type of Purchase/PCC Code	DIR Contracts - I
Work Order Number	N/A

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

Invoicing Standards

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.

TEXAS FACILITIES COMMISSION INTERNAL PURCHASING

PURCHASER: _____
Gamino Jr, Rico - CTPM, 5129363567

(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Chapter20, Title 122A, Revised Civil Statutes of Texas, for purchase of tangible personal property described in this number order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas

[\(Show Terms And Conditions...\)](#)