

State of New York Executive Department  
Office Of General Services  
Procurement Services Group  
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 22424-COPIERS (Analog and Digital), DIGITAL DUPLICATORS, COLOR AND WIDE FORMAT (Statewide) Classification Code: 44</b>
<b>Award Number</b>	:	<b><u>01649 - E*</u> (Replaces Award 3586-G)</b>
<b>Contract Period</b>	:	<b>June 1, 2002 through May 31, 2012</b>
<b>Bid Opening Date</b>	:	<b>October 2, 2001</b>
<b>Date of Issue</b>	:	<b>June 28, 2002 (Revised June 21, 2011)</b>
<b>Specification Reference</b>	:	<b>As Incorporated In The Invitation for Bids</b>
<b>Contractor Information</b>	:	<b>Appears on Page 5-14 of this Award</b>

### Address Inquiries To:

State Agencies & Vendors	Political Subdivisions & Others
Name : Dan DeBerardinis Title : Purchasing Officer I Phone : 518-474-5535 Fax : 518-474-5052 E-mail : dan.deberardinis@ogs.ny.gov	Customer Services Phone : 518-474-6717 Fax : 518-474-2437 E-mail : customer.services@ogs.ny.gov

**The Procurement Services Group values your input.  
Complete and return "Contract Performance Report" at end of document.**

### Description

This award is for outright purchases of copiers. **Leases or rentals are not covered (See OSC G-Bulletin G-80b)**. Each model offered under this contract offers the purchase cost, maintenance cost (for a Guaranteed Performance Period of 3 to 5 years, plus an additional 1 to 2 years after GPP, if offered by the contractor) and supply costs. Lot I contractors are offering their complete manufacturer's commercial product line (**see directions for pricing for Lot I contractors on Page 41**), while Lot II contractors have been limited to black and white digital copiers only and within several volume categories (pricing may be seen on Pages 48-61). Customers should compare models with similar functions to determine the most cost-effective machine. Purchasing Guidelines are incorporated in the award to facilitate choosing the appropriate machine and accessories.

**Please be advised that some multifunction copier equipment may also be available on the OGS Printer Contracts. Refer to the Overlapping Contract Items Clause.**

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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 PROCUREMENT SERVICES GROUP 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 PROCUREMENT SERVICES GROUP.

**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 Procurement Services Group 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 ALL CONTRACT USERS:**

The terms and conditions of the bid solicitation which apply to the award appear at the end of this document. We strongly advise all contract users to familiarize themselves with all terms and conditions before issuing a purchase order.

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<b><u>CONTRACT #</u></b>	<b><u>CONTRACTOR &amp; ADDRESS</u></b>	<b><u>TELEPHONE #</u></b>	<b><u>FED.IDENT.#</u></b>
PC59457 SB	<b>ELECTRONIC BUSINESS PRODUCTS</b> 4 Airport Park Blvd. PO Box 926 Latham, NY 12110	800/333-0737 518/783-0737, Ext. 203 Gary Leva Fax No.: 518/783-6916 Email: gleva@ebp-inc.com Mfrs. Website: www.lanier.com	141640393

**NOTE:** **Electronic Business Product's Contract Website URL:**  
<http://www.ebp-inc.com>

Contractor has been awarded the **Lanier** manufacturer's line in **Lot I** - Complete Manufacturer's Line.

**All orders and remittances** are to be directed to the Contractor or Authorized Dealers (list referenced in this award).

Contractor will charge a Cost Per Copy for supplies only during the 90-Day Warranty Period. Contractor will charge **0%** escalation per year for maintenance and supplies and offers an additional 1 and 2-year Extended GPP Maintenance Plan at various CPC rates by model per year. (See Escalation Clause in this document).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

Delivery is **15** days A/R/O

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<b><u>CONTRACT #</u></b>	<b><u>CONTRACTOR &amp; ADDRESS</u></b>	<b><u>TELEPHONE #</u></b>	<b><u>FED.IDENT.#</u></b>
<b>PC59459</b>	<b>IKON OFFICE SOLUTIONS, INC.</b> 1612 NY Rt. 7 Troy, NY 12180	800/448-5200 518/279-0900, Ext. 130 Barry Smith Fax No.: 518/279-1288 Email: bsmith@ikon.com Service & Digital Support: 800/832-7106 Mfrs. Website: www.usa.canon.com	230334400

**All Remittances are to be directed to:**  
IKON Office Solutions  
P.O. Box 827457  
Philadelphia, PA 19182-7457

**NOTE:** **IKON Office Solutions Product's Contract Website URL:**  
<http://www.ikon.com/nys>

**All State Agency orders** are to be directed to the contractor at the above address.

**All Other Eligible Contract User orders** are to be directed to the Authorized Dealers (list referenced in this award).

Contractor will accept the NYS Purchasing Card for orders up to \$10,000.00.

Contractor will charge a Cost Per Copy for supplies only during the 90-Day Warranty Period. Contractor will charge a **3%** escalation per year for maintenance and supplies and offers an additional 1 and 2-year Extended GPP Maintenance Plan at **5%** escalation per year. (See Escalation Clause in this document).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

**Please be advised that under the contract for IKON Office Solutions, Inc. (PC59459), IKON remains suspended relative to sales of copiers.**

**While the suspension is in place, IKON WILL be permitted to sell maintenance plans for any Canon equipment purchased by Authorized Users under this contract between June 1, 2002 through November 21, 2008. In addition, IKON continues to honor maintenance plans previously purchased from this contract.**

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<b><u>CONTRACT #</u></b>	<b><u>CONTRACTOR &amp; ADDRESS</u></b>	<b><u>TELEPHONE #</u></b>	<b><u>FED.IDENT.#</u></b>
PC59460	<b>OCE - IMAGISTICS, INC.</b> <b>d/b/a OCE North America Printing Division</b> 21 Corporate Circle Clifton Park, NY 12065	800/618-0473 518/243-4522 Chris VanPatten Fax No.: 518/243-4521 Email: christopher.vanpatten@oce.com	061611068

**NOTE:** **Imagistic's Contract Website URL:**  
<https://extranet.imagistics.com/default/newyork>

Contractor has been awarded the **Imagistics f/k/a Pitney Bowes** manufacturer's line in **Lot I - Complete Manufacturer's Line**.

**All Orders and Remittances** are to be directed to the contractor at the above address.

Contractor will accept the NYS Purchasing Card for orders up to \$10,000.00.

Contractor offers Electronic Access Ordering (EDI).

Contractor will charge a Cost Per Copy for supplies during the 90-day Warranty Period. Contractor will charge a **0%** escalation for maintenance and supplies during the Guaranteed Performance Period and offers an additional 1 and 2 year Extended GPP Maintenance Plan at **5%** escalation per year. (See Escalation Clause in this document).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

Delivery is **30** days A/R/O

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<b><u>CONTRACT #</u></b>	<b><u>CONTRACTOR &amp; ADDRESS</u></b>	<b><u>TELEPHONE #</u></b>	<b><u>FED.IDENT.#</u></b>
PC59463	<b>KONICA MINOLTA BUSINESS SOLUTIONS U.S.A., INC.</b> 100 Williams Drive Ramsey, NJ 07446	845/401-3845 Mace Coleman Fax No.: 703/271-1188 Email: colemanm@kmbs.konicaminolta.us	131921089

**NOTE:** Contract Website URL for Konica Minolta brand equipment and accessories:  
<http://kmbs.konicaminolta.us/StateOfNY>

**For Minolta products sold prior to 11/02/05:**

MAP Customer Support  
800/622-2565  
Toll Free Fax: 888/651-1907

**Remittances sent to:**

Konica Minolta Business Solutions U.S.A., Inc.  
P.O. Box 101663  
Atlanta, GA 30392

\*Contractor offers a No Interest Deferred Payment Plan (DPP) on select models. Please refer to the Purchasing Memorandum dated December 6, 2010. Please contact the contractor for specific models and duration periods offered under their DPP.

\*Contractor also offers a No Interest Purchase Option Plan for Non-State Agencies.

Please refer to the Purchasing Memorandum dated November 3, 2006 for specific details.

Contractor has been awarded the **Konica Minolta** manufacturer's line in **Lot I** - Complete Manufacturer's Line.

**Konica Minolta equipment and accessories:**

**All orders and remittances** are to be directed to the Authorized Dealers (list referenced in this award).

Contractor will accept the NYS Purchasing Card for orders up to \$10,000.00.

Contractor offers Electronic Access Ordering (EDI). Request directions from the Authorized Dealer.

Contractor will charge a Cost Per Copy for supplies during the 90-day Warranty Period (except for the Model 7415).

Contractor will charge a **5%** escalation per year for maintenance and supplies during the Guaranteed Performance Period and offers an additional 1 and 2-year Extended GPP Maintenance Plan at **5%** escalation per year. (See Escalation Clause in this document).

Delivery is **30** days A/R/O

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

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<b><u>CONTRACT #</u></b>	<b><u>CONTRACTOR &amp; ADDRESS</u></b>	<b><u>TELEPHONE #</u></b>	<b><u>FED.IDENT.#</u></b>
PC59462	<b>KYOCERA MITA AMERICA, INC.</b> 225 Sand Road P.O. Box 40008 Fairfield, NJ 07004-0008	610/502-0388 610/428-0298 (Cell) Donald E. Clary Fax No.: 610/502-0389 Voice Mail: 800/453-6482 Ext/ 9012 Email: Donald_clary@kyoceramita.com	952819506

**NOTE:** **Kyocera Mita's Contract Website URL:**  
<http://gov.kyoceramita.com/newyork>

Contractor has been awarded **Kyocera Mita** products in **Items #1 through #7, Lot II** - Digital Copiers Only.

**All Orders and Remittances** are to be directed to the contractor at the above address.

Contractor will accept the NYS Purchasing Card for orders up to \$10,000.00.

Contractor will charge a Cost Per Copy for supplies during the 90-day Warranty Period. Contractor will charge a **0%** escalation for maintenance and supplies during the Guaranteed Performance Period. Contractor offers 1 and 2-year Extended GPP Maintenance Plans (See Lot II Items).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

\*Contractor offers a No Interest Deferred Payment Plan (DPP) on select models. Please refer to the Purchasing Memorandum dated December 6, 2010. Please contact the contractor for specific models and duration periods offered under their DPP.

Delivery is **30** days A/R/O

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<b><u>CONTRACT #</u></b>	<b><u>CONTRACTOR &amp; ADDRESS</u></b>	<b><u>TELEPHONE #</u></b>	<b><u>FED.IDENT.#</u></b>
PC59464	<b>MURATEC AMERICA, INC.</b> 3301 E. Plano Parkway, Suite 100 Plano, TX 75074	469/429-3489 800/347-3296 (Service) Jerry Roberts Fax No.: 469/429-3490 Email: jroberts@muratec.com Website: www.muratec.com	561342325

**NOTE:** **Muratec's Contract Website URL:**  
<http://www.muratec.com/contracts/nyscopier>

Contractor has been awarded the **Muratec** manufacturer's line in **Lot I** - Complete Manufacturer's Line.

**All orders and remittances** may be directed to the Contractor, to the Contractor specifying a specific Authorized Dealer or directly to Authorized Dealers (list referenced in this award).

Contractor will accept the NYS Purchasing Card for orders up to \$10,000.00.

Contractor will charge a Cost Per Copy for supplies during the 90-day Warranty Period. Contractor will charge a **0%** escalation for maintenance and supplies during the Guaranteed Performance Period as well as offering an additional 1 and 2-year Extended GPP Maintenance Plan at a **5%** escalation per year. (See Escalation Clause in this document).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

Delivery is **60** days A/R/O

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<b><u>CONTRACT #</u></b>	<b><u>CONTRACTOR &amp; ADDRESS</u></b>	<b><u>TELEPHONE #</u></b>	<b><u>FED.IDENT.#</u></b>
PC59465	<b>PANASONIC CORPORATION OF NORTH AMERICA D/B/A PANASONIC DIGITAL DOCUMENT CO. 3 Panasonic Way Secaucus, NJ 07094</b>	800/742-4688 201/392-4879 Peter Settimelli Fax No: 201/392-4869 Email: settimellip@us.panasonic.com Website: www.panasonic.com	362786846

Contractor has been awarded **Panasonic** products in **Items #1 through #5, Lot II** - Digital Copiers Only.

**All orders and remittances** are to be directed to the contractor at the above address.

Contractor will accept the NYS Purchasing Card for orders up to \$2,500.00.

Contractor will charge a Cost Per Copy for supplies during the 90-day Warranty Period. Contractor will charge a **0%** escalation for maintenance and supplies during the Guaranteed Performance Period. Contractor offers 1 and 2-year Extended GPP Maintenance Plans (See Lot II Items).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

Delivery is **15** days A/R/O

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<b><u>CONTRACT #</u></b>	<b><u>CONTRACTOR &amp; ADDRESS</u></b>	<b><u>TELEPHONE #</u></b>	<b><u>FED.IDENT.#</u></b>
PC59466	<b>RICOH AMERICAS CORPORATION</b> 5 Dedrick Place West Caldwell, NJ 07006	800/448-6440 Ext. 2084 201/390-6879 Joe O'Neill Fax No.: 973/244-2678 Email: joe.o'neill@ricoh-usa.com	222783521

**NOTE:** **RICOH's NYS Contract Website URL:**  
[http://www.ricoh-usa.com/rmap/newyorkstatecopiers/index\\_ricoh.asp](http://www.ricoh-usa.com/rmap/newyorkstatecopiers/index_ricoh.asp)

Contractor has been awarded the **RICOH** manufacturer's line in **Lot I** - Complete Manufacturer's Line.

Under the **RICOH FAMILY GROUP**, Contractor also provides the **Savin/Gestetner** product line (previously offered directly through Savin Corporation under Contract #PC59468). Please see ordering information below.

**SAVIN product website:**  
[http://www.ricoh-usa.com/rmap/newyorkstatecopiers/index\\_gs.asp](http://www.ricoh-usa.com/rmap/newyorkstatecopiers/index_gs.asp)

**All orders and remittances for Ricoh and Savin/Gestetner products** are to be directed to the Authorized Dealers (list referenced in this award).

Contractor will accept the NYS Purchasing Card for orders up to \$2,500.00.

Contractor offers Electronic Access Ordering (EDI). Request directions from the Authorized Dealer.

For the Ricoh product line:

Contractor will not charge a Cost Per Copy for supplies during the 90-Day Warranty Period. Contractor will charge a **0%** escalation per year for maintenance and supplies during the Guaranteed Performance Period as well as an additional 1-year Extended GPP Maintenance Plan at **0%** escalation and a 2nd-year Extended GPP Maintenance Plan variable at **0%** or **5%** escalation, depending on the model, therefore, check each model terms. (See Escalation Clause in this document).

Delivery is **30** days A/R/O

For the Savin/Gestetner product line:

Contractor will charge a Cost Per Copy for supplies during the 90-Day Warranty Period. Contractor will charge a **5%** escalation per year for maintenance and supplies as well as offering an additional 1 and 2-year Extended GPP Maintenance Plan at a **3%** escalation per year. (See Escalation Clause in this document).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

\*Contractor offers a No Interest Deferred Payment Plan (DPP) on select models. Please refer to the Purchasing Memorandum dated December 6, 2010. Please contact the contractor for specific models and duration periods offered under their DPP.

\*Contractor offers a No Interest Purchase Option Plan for Non-State Agencies. Please refer to the Purchasing Memorandum dated February 3, 2009.

The remit to address for the Ricoh Deferred Payment and Purchase Option Plan is:  
Ricoh Americas Corporation  
PO Box 41602  
Philadelphia, PA 19101-1602

Delivery is **30** days A/R/O

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<u>CONTRACT #</u>	<u>CONTRACTOR &amp; ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.#</u>
PC59467	<b>RISO, INC.</b> 300 Rosewood Drive Suite 210 Danvers, MA 01923	800/635-7377 978/739-3520 Yvonne Kent Fax No.: 978/774-5445 Toll Free Fax: 800/244-1207 Email: ykent02@riso.com	042902210

**NOTE:** **RISO NYS Contract Website URL:**  
<http://us.riso.com/nystate>

Contractor was awarded the **RISO** manufacturer's line in **LOT I** - Complete Manufacturer's Line.  
**All orders and remittances** are to be directed to the Authorized Dealers (list referenced in this award).

Contractor will accept the NYS Purchasing Card for orders up to \$10,000.00.  
Contractor will charge a Cost Per Copy for supplies during the 90-day Warranty Period. Contractor will charge a 0% escalation for maintenance and supplies during the Guaranteed Performance Period as well as offering an additional 1 and 2-year Extended GPP Maintenance Plan at a 0% escalation per year. (See Escalation Clause in this document). Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

Delivery is **30** days A/R/O

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<u>CONTRACT #</u>	<u>CONTRACTOR &amp; ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.#</u>
PC59469	<b>SHARP ELECTRONICS CORPORATION</b> Sharp Plaza Mahwah, NJ 07430	866/813-6126 978/455-8371 James Driscoll Fax No.: 800/580-7684 Email: driscolj@sharpsec.com	131968872

**NOTE:**  
**Order Status/Shipping Information/Billing Questions**  
Sharp Government Account Customer Service Department  
866/813-6126  
Email: Snapcustomerservice@sharpsec.com

**Ordering Information**  
Order Processing Fax: 800/245-2815

**Ordering Processing Email:**  
snapcustomerservice@sharpsec.com

**Sharp's NYS Contract Website URL:**  
<http://www.sharpgov.com/ny>

**Credit Card Order Processing**  
866/813-6126

Contractor has been awarded the **Sharp Electronics** manufacturer's line in **Lot I** - Complete Manufacturer's Line.  
**All orders and remittances** for equipment are to be directed to the contractor at the above address.  
**All orders and remittances** for maintenance are to be directed to the Authorized Dealers (list referenced in this award).  
Contractor will accept the NYS Purchasing Card for orders up to \$10,000.00.  
Contractor does offer Electronic Access Order (EDI).  
Contractor will not charge a Cost Per Copy for supplies during the 90-Day Warranty Period. Contractor will charge 0% escalation per year for maintenance and supplies as well as offering an additional 1 and 2-year Extended GPP Maintenance Plan at a 0% escalation per year. (See Escalation Clause in this document). Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

\*Contractor offers a No Interest Deferred Payment Plan (DPP) on select models. Please refer to the Purchasing Memorandum dated December 6, 2010. Please contact the contractor for specific models and duration periods offered under their DPP.

\*Contractor offers a No Interest Purchase Option Plan for Non-State Agencies. Please refer to the Purchasing Memorandum dated February 9, 2010.  
Delivery is **45** days A/R/O.

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<b><u>CONTRACT #</u></b>	<b><u>CONTRACTOR &amp; ADDRESS</u></b>	<b><u>TELEPHONE #</u></b>	<b><u>FED.IDENT.#</u></b>
PC59470	<b>STANDARD DUPLICATING MACHINES</b> 10 Connector Road Andover, MA 01810	800/526-4774, Ext. 256 978/470-1920, Ext. 256 Deborah Desmond Fax No.: 978/470-2771 Email: deborah_desmond@sdmc.com Mfrs. Website: www.sdmc.com	041862620

Contractor has been awarded the **Standard Duplicating Machines** manufacturer's line in **Lot I** - Complete Manufacturer's Line.

**All orders and remittances** are to be directed to the Authorized Dealers (list referenced in this award).

Contractor will not charge a Cost Per Copy for supplies during the 90-Day Warranty Period. Contractor will charge up to **5%** escalation per year for maintenance and supplies as well as offering an additional 1-year Extended GPP Maintenance Plan at a **4%** escalation and a 2nd-year Extended GPP Maintenance Plan at **3%** escalation. (See Escalation Clause in this document).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

Delivery is **14** days A/R/O

<b><u>CONTRACT #</u></b>	<b><u>CONTRACTOR &amp; ADDRESS</u></b>	<b><u>TELEPHONE #</u></b>	<b><u>FED.IDENT.#</u></b>
PC59471	<b>TOSHIBA AMERICA BUSINESS SOLUTIONS, INC.</b> 2 Musick Irvine, CA 92618	888/343-6245, Ext. 5007 240/731-9962 Martin Quinn Fax No.: 703/737-0429 Email: martin.quinn@tabs.toshiba.com	330865305

**NOTE:** Toshiba's NYS Contract Website URL:  
<http://copiers.toshiba.com/states/NY/index.shtml>

Contractor has been awarded the **Toshiba America** manufacturer's line in **Lot I** - Complete Manufacturer's Line.

**All Orders and Remittances for Equipment, Maintenance or Supplies are to be directed to the Authorized Dealers**

Contractor will accept the NYS Purchasing Card for orders up to \$10,000.00.

Contractor will charge a Cost Per Copy for supplies during the 90-Day Warranty Period. Contractor will charge a **5%** escalation per year for maintenance and supplies during the Guaranteed Performance Period and offers an additional 1 and 2-year Extended GPP Maintenance Plan at various Monthly Minimum and Maximum fees and Cost Per Copy charges, depending on model, therefore, check each models terms. (See Escalation Clause in this document).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

\*Contractor offers a No Interest Deferred Payment Plan (DPP) on select models. Please refer to the Purchasing Memorandum dated December 6, 2010. Please contact the contractor for specific models and duration periods offered under their DPP.

Delivery is **15-30** days A/R/O

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<b><u>CONTRACT #</u></b>	<b><u>CONTRACTOR &amp; ADDRESS</u></b>	<b><u>TELEPHONE #</u></b>	<b><u>FED.IDENT.#</u></b>
PC59472	<b>XEROX CORPORATION</b> 2 Computer Dr. South Albany, NY 12205-1609	800/334-6200 (Info) 888/979/7378 (Help) 800/822-2979 (Service) 800/822-2200, Ext. 3108 (Supplies) 518/427-5613 Celia McGarry Fax. No.: 518/427-5602 Email: celia.mcgarry@xerox.com	160468020

**NOTE:** Xerox's NYS Contract Website URL:  
<http://www.portal.xerox.com/newyork>

Contractor has been awarded the **Xerox** manufacturer's line in **Lot I** - Complete Manufacturer's Line.  
**All orders and remittances** may be directed to the contractor at the above address.

Contractor will not charge a Cost Per Copy for supplies during the 90-Day Warranty Period. Contractor will charge **0%** escalation per year for maintenance and supplies as well as offering an additional 1 and 2-year Extended GPP Maintenance Plan at a **0%** escalation per year. (See Escalation Clause in this document).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

\*Contractor offers a No Interest Deferred Payment Plan (DPP) on select models. Please refer to the Purchasing Memorandum dated December 6, 2010. Please contact the contractor for specific models and duration periods offered under their DPP.

\*Contractor offers a No Interest Purchase Option Plan for Non-State Agencies. Please refer to the Purchasing Memorandum dated August 16, 2006.

Delivery is **30** days A/R/O

(continued)

**AUTHORIZED DEALERS**

**ELECTRONIC BUSINESS PRODUCTS**

*All Orders and Remittances are to be directed to Contractor or Authorized Dealers.*

***For the following Counties: Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Livingston, Monroe, Niagara, Ontario, Orleans, Wayne and Wyoming***

Duplicating Consultants 315 Creekside Drive Amherst, NY 14228 716/691-5311 716/691-6851 Fax FID#161033886	Duplicating Consultants 15 Regency Oaks Blvd., Suite 100 Rochester, NY 14624 585/546-6650 585/594-5433 Fax FID#161033886	
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***For the following Counties: Bronx, Dutchess, Kings, Nassau, New York City, Orange, Putnam, Queens, Richmond, Rockland, Suffolk, Ulster and Westchester***

Eagle Business Machines 72 No. Saw Mill River Road Elmsford, NY 10523 914/592-4969 914/592-6718 Fax FID#132671838	TGI Office Automation 303 Sunnyside Blvd. Plainview, NY 11803 516/349-8787 516/349-8780 Fax FID#112202153	TGI Office Automation 18 Bergen Street Brooklyn, NY 11201 718/237-0060 718/875-1525 Fax FID#112202153
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***For the following Counties: Albany, Broome, Cayuga, Chemung, Chenango, Clinton, Columbia, Cortland, Delaware, Essex, Franklin, Fulton, Greene, Hamilton, Herkimer, Jefferson, Lewis, Madison, Montgomery, Oneida, Onondaga, Oswego, Otsego, Rensselaer, Saratoga, Schenectady, Schoharie, Schuylar, St. Lawrence, Seneca, Steuben, Sullivan, Tioga, Tompkins, Warren, Washington and Yates***

Electronic Business Products, Inc. 1805 Vestal Rd., PO Box 101 Vestal, NY 13851 607/798-7207 607/798-0401 Fax FID#141640393	Electronic Business Products, Inc. 4 Airport Park Blvd., P.O. Box 926 Latham, NY 12110 518/783-0737 518/783-6916 Fax FID#141640393	Electronic Business Products, Inc. 4713 Crossroads Park Dr. Suite 401 Liverpool, NY 13088 315/451-0391 315/451-0897 Fax FID#141640393
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**AUTHORIZED DEALERS** (Cont'd)

**IKON OFFICE SOLUTIONS**

*All Orders and Remittances from State Agencies are to be directed to the Contractor.*

*Orders and Remittances from Other Eligible State Contract Users are to be directed to the Authorized Dealers.*

IKON Office Solutions, Inc. 1612 NY Route 7 Troy, NY 12180 518/279-0900 800/448-5200 518/279-1288 Fax FID#230334400	IKON Office Solutions, Inc. 122 Business Park Drive Utica, NY 13502 315/735-9295 800/834-6057 FID#230334400	IKON Office Solutions, Inc. 21 South Washington Street Binghamton, NY 13903 607/724-5680 800/836-0607 FID#230334400
IKON Office Solutions, Inc. 7351 Round Pond Road North Syracuse, NY 13212 315/458-0540 315/458-1150 Fax FID#230334400	IKON Office Solutions, Inc. 289 North Plank Road Newburgh, NY 12550 845/220-2282 800/662-6632 845/220-2294 Fax FID#230334400	IKON Office Solutions, Inc. 345 Wood Cliffe Drive Fairport, NY 14450 585/248-6660 585/248-8005 Fax FID#230334400
IKON Office Solutions, Inc. Watertown, NY 13601 315/735-9295 315/735-0441 Fax FID#230334400	IKON Office Solutions, Inc. 303 Cayuga Road Suite 100 Buffalo, NY 14225 716/630-0001 800/333-0940 716/630-7010 Fax FID#230334400	IKON Office Solutions, Inc. 560 White Plains Road Tarrytown, NY 10591 914/332-4624 914/332-7056 Fax FID#230334400
IKON Office Solutions, Inc. 22 Depot Street Potsdam, NY 13676 315/265-8543 315/265-9259 Fax FID#230334400	IKON Office Solutions, Inc. One Penn Plaza Suite 5420 New York, NY 10119 212/695-2460 212/594-2524 Fax FID#230334400	IKON Office Solutions, Inc. 1219 Walt Whitman Rd Melville, NY 11747 631/547-6000 631/547-8373 Fax FID#230334400

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**AUTHORIZED DEALERS** (Cont'd)

**OCÉ - IMAGISTICS, INC. D/B/A OCÉ NORTH AMERICA PRINTING DIVISION**

*All Orders and Remittances are to be directed to the Contractor.*

Imagistics International 430 New Karner Road Albany, NY 12205 800/618-0473 518/869-0335 518/869-0427 Fax	Imagistics International 405 North French Rd. Buffalo, NY 14228 800/273-0575 716/691-3197 716/691-7357 Fax	Imagistics International 500 Bi-County Blvd., Ste. 120 Farmingdale, NY 11735-3931 800/729-2854 631/391-4017 631/293-1820 Fax
Imagistics International 7481 Henry Clay Blvd. Liverpool, NY 13088 800/818-5897 315/451-0323 315/453-1401 Fax	Imagistics International 1250 Broadway-38th Floor New York, NY 10001 800/459-4023 917/339-4000 212/643-4516 Fax	Imagistics International 400 Airpark Dr.-Ste. 80 Rochester, NY 14624 716/463-7120 716/235-1642 Fax
Imagistics International 120 Bloomingdale Ave. White Plains, NY 10605 800/747-3645 914/397-0450 914/397-1445 Fax	Imagistics International 141-07 20th Ave.-4th Floor Whitestone, NY 11356 718/767-1011 718/357-0652 Fax	

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**AUTHORIZED DEALERS** (Cont'd)

**KONICA MINOLTA BUSINESS SOLUTIONS U.S.A.**

*All Orders and Remittances for Konica Minolta brand equipment and accessories are to be directed to the Authorized Dealers*

All County Business 60 West Jericho Turnpike Syosset, NY 11791 516/921-4660 516/921-9148 Fax FID#1123580081	<i>Nassau, Suffolk</i>	All State Business 175 Hooker Avenue Poughkeepsie, NY 12603 845/454-4171 845/452-7035 Fax FID#133409606	<i>Putnam, Westchester</i>
Bell Dutchess, Inc. 548 Violet Avenue Hyde park, NY 12538 845/452-2355 845/452-9206 Fax FID#141549169	<i>Dutchess, Orange, Putnam, Sullivan, Ulster</i>	DEC Copiers, Inc. 6A Route 9W West Haverstraw, NY 10993 845/942-1000 845/942-0560 Fax FID#133291684	<i>Orange, Rockland, Westchester</i>
Business Equipment 999 Rein Road Cheektowaga, NY 14225 716/634-9330 716/634-9360 Fax FID#161531019	<i>Erie, Niagara</i>	Carr Business Systems 130 Spagnoli Road Melville, NY 11747 631/249-9880 631/249-8672 Fax FID#112382276	<i>Kings, Nassau, Queens, Richmond, Suffolk</i>
Carr Business Systems 225 West 34th Street New York, NY 10122-0899 212/594-9300 212/594-9340 Fax FID#112382276	<i>Bronx, New York, Westchester</i>	Central Copier Service 285 Kenmore Avenue Buffalo, NY 14223 716/803-9000 716/831-1750 Fax FID#161296590	<i>Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Livingston, Monroe, Niagara, Ontario, Orleans, Steuben, Wyoming</i>
Central Digital Solutions 65 East Bethpage Rd. Plainview, NY 11803 631/249-1990 631/249-2016 Fax FID#010587178	<i>Nassau, Suffolk</i>	Copier Fax Business Tech. 465 Ellicot St. Buffalo, NY 14202 716/853-9880 716/853-5866 Fax FID#161386578	<i>Erie, Genesee, Monroe, Niagara, Ontario</i>
Digital Products, Inc. 1370 Broadway, 5th Fl. New York, NY 10018 212/402-2650 212/402-2651 Fax FID#134182678	<i>Bronx, Kings, New York, Queens, Rockland, Westchester</i>	Eastern Copy Products 85 Northpointe Parkway Amherst, NY 14228 716/691-6800 716/691-5158 Fax FID#161060031	<i>Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Niagara, Wyoming</i>

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**AUTHORIZED DEALERS** (Cont'd)

**KONICA MINOLTA BUSINESS SOLUTIONS U.S.A. (continued)**

*All Orders and Remittances for Konica Minolta brand equipment and accessories are to be directed to the Authorized Dealers (continued)*

Eastern Copy Products 423 Commerce Road Vestal, NY 13851 315/474-7000 315/474-6479 Fax FID#161060031	<i>Broome, Chemung, Chenango, Cortland, Delaware, Otsego, Schuyler, Steuben, Sullivan, Tompkins, Tioga</i>	Eastern Copy Products 700 Mile Crossing Blvd.- Ste. 2 Rochester, NY 14624 800/836-2506 585/426-6931 Fax FID#161060031	<i>Seneca, Cattaraugus, Chautauqua, Erie, Genesee, Monroe, Niagara, Ontario, Wayne, Wyoming, Yates</i>
Eastern Copy Products 1224 West Genesee St Syracuse, NY 13204 315/474-7000 315/474-6479 Fax FID#161060031	<i>Herkimer, Madison, Oneida, Onondaga, Oswego</i>	Eastern Copy Products 16 B Petra Lane Albany, NY 12205 518/869-4310 518/869-5382 Fax FID#161060031	<i>Albany, Columbia, Fulton, Greene, Montgomery, Rensselaer, Saratoga, Schenectady, Schoharie, Warren, Washington, Dutchess, Orange, Putnam</i>
Executive Color Systems, Inc. 62 W. 39th Street, Ste. 606 New York, NY 10018 212/302-3555 312/302-3014 Fax FID#133918318	<i>New York</i>	Konica Minolta Business Solutions 15 Skyline Drive Hawthorne, NY 10532 914/592-3044 914/592-3414 Fax FID#131921089	<i>Bronx, Dutchess, Orange, Putnam, Rockland, Westchester</i>
Konica Minolta Business Solutions 370 Summit Point Dr. Henrietta NY 14467 585/486-2211 585/341-2464 Fax FID#131921089	<i>Orleans, Niagara, Cattaraugus, Allegany, Steuben, Schuyler, Livingston, Monroe, Ontario, Yates, Seneca, Wayne, Cayuga, Tompkins, Chemung, Onondaga, Oswego, Herkimer, Oneida, Otsego, Delaware, Broome, Cortland, Madison, Tioga, Chenango</i>	Konica Minolta Business Solutions 517 Route 1 South Iselin, NJ 08830 732/726-9666 732/726-9352 Fax FID#131921089	<i>Richmond</i>

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**AUTHORIZED DEALERS** (Cont'd)

**KONICA MINOLTA BUSINESS SOLUTIONS U.S.A. (continued)**

*All Orders and Remittances for Konica Minolta brand equipment and accessories are to be directed to the Authorized Dealers (continued)*

Konica Minolta Business Solutions 47-40 21st Street Long Island City, NY 11101 718/482-1600 718/482-1880 Fax FID#131921089	<i>Kings, Queens Richmond</i>	Konica Minolta Business Solutions 532 Broadhollow Rd., Ste. 116 Melville, NY 11747 631/753-1700 631/293-2424 Fax FID#131921089	<i>Nassau, Suffolk</i>
Konica Minolta Business Solutions 58 Wellington Rd. Milford, CT 06460 203/783-4890 203/783-4899 Fax FID#131921089	<i>Rockland, Westchester</i>	Konica Minolta Business Solutions 420 Lexington Avenue New York, NY 11101 212/294-6200 212/294-6370 Fax FID#131921089	<i>New York</i>
Konica Minolta Business Solutions 90 Park Ave., 11th Fl. New York, NY 10016 617/542-2605 617/542-2610 Fax FID#131921089	<i>New York</i>	Konica Minolta Business Solutions 1266 East Main Street Stamford, CT 06108 203/964-3320 203/964-3337 Fax FID#131921089	<i>Albany, Schenectady, Rensselaer, Greene, Columbia, Essex, Fulton, Hamilton, Montgomery, Schoharie, Dutchess, Orange, Putnam, Rockland, Saratoga, Sullivan, Ulster, Warren Washington, Westchester</i>
Konica Minolta Business Solutions 6800 Jericho Turnpike Suite 113E Syosset, NY 11791 516/682-2000 516/682-2001 Fax FID#131921089	<i>Bronx, Kings, Nassau, Queens, Richmond, Suffolk</i>	Mac Copy 320 Kingsley Street Sherrill, NY 13461 315/361-4342 315/363-6986 Fax FID#043734575	<i>Cortland, Herkimer, Lewis, Jefferson, Madison, Oneida, Onondaga, Oswego, Otsego, St. Lawrence, Wayne</i>
MDM Business Technologies 6 East 32nd Street New York, NY 10016 212/843-6700 212/843-8889 Fax FID#132689292	<i>New York</i>	Office Dynamic, Inc. 5 West Cross Street Hawthorne, NY 10532 914/769-0095 914/769-0387 Fax FID#133376576	<i>Westchester</i>

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**AUTHORIZED DEALERS** (Cont'd)

**KONICA MINOLTA BUSINESS SOLUTIONS U.S.A. (continued)**

*All Orders and Remittances for Konica Minolta brand equipment and accessories are to be directed to the Authorized Dealers (continued)*

Office Systems, Inc. 20 Trade Road Plattsburgh, NY 12901 518/561-0668 518/561-0944 Fax FID#141648813	<i>Clinton, Essex, Franklin</i>	Office Systems, Inc. 22618 Murrock Circle Watertown, NY 13601 315/782-8975 315/782-7364 Fax FID#141648813	<i>Jefferson, Lewis, St. Lawrence</i>
Precision Microproducts of America, Inc. 1 Comac Loop, Unit 13 Ronkonkoma, NY 11779 631/580-3456 631/580-3003 Fax FID#113089996	<i>Nassau, Suffolk</i>	Repeat Business Solutions 4 Fritz Blvd. Albany, NY 12205 518/869-8116 518/869-8117 Fax FID#141718228	<i>Albany, Greene, Montgomery, Hamilton, Otsego, Rensselaer, Saratoga, Schenectady, Schoharie</i>
Sapphire Office Solutions, Inc. 304 Park Ave. South- Ste.1002 New York, NY 10010 212/375-9200 212/375-9203 Fax FID#113455620	<i>Nassau, New York, Suffolk</i>	Sapphire Office Solutions 220 White Plains Road Ste. 245 Tarrytown, NY 10591 914/332-0100 914/332-4033 Fax FID#113455620	<i>Westchester</i>
Service Comp Business Systems 42 West 38th St. New York, NY 10018 212/840-3225 212/840-2091 Fax FID#133640677	<i>New York</i>	TA Seeley Office Systems 95 Broad Street Glens Falls, NY 12801- 0475 518/793-5168 518/793-0311 Fax FID#141730060	<i>Saratoga, Washington, Warren</i>

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**AUTHORIZED DEALERS** (Cont'd)

**KONICA MINOLTA BUSINESS SOLUTIONS U.S.A. (continued)**

*All Orders and Remittances for Konica Minolta brand equipment and accessories are to be directed to the Authorized Dealers (continued)*

<p>TAM Business Sys., Inc. d/b/a New York Bus. Sys. 150 Fulton Ave. Garden City Park, NY 11040 516/739-0200 516/739-5701 Fax FID#112817533</p>	<p><i>Bronx, Kings, Nassau, New York Queens, Richmond</i></p>	<p>Usherwood Office Tech. 3445 Winton Place, Suite 220 Rochester, NY 14623 585/427-2330 585/427-2380 Fax FID#161135311</p>	<p><i>Albany, Allegany, Broome, Cayuga, Chemung, Columbia, Cortland, Delaware, Fulton, Genesee, Greene, Hamilton, Herkimer, Jefferson, Lewis, Livingston, Madison, Monroe, Montgomery, Oneida, Onondaga, Ontario, Oswego, Otsego, Rensselaer, St. Lawrence, Saratoga, Schenectady, Schoharie, Schuyler, Seneca, Steuben, Tioga, Tompkins, Ulster, Warren, Washington &amp; Wayne</i></p>
<p>Usherwood Office Tech. 7 Corporate Drive Clifton Park, NY 12065 518/688-9021 518/688-9022 Fax FID#161135311</p>	<p><i>Albany, Allegany, Broome, Cayuga, Chemung, Columbia, Cortland, Delaware, Fulton, Genesee, Greene, Hamilton, Herkimer, Jefferson, Lewis, Livingston, Madison, Monroe, Montgomery, Oneida, Onondaga, Ontario, Oswego, Otsego, Rensselaer, St. Lawrence, Saratoga, Schenectady, Schoharie, Schuyler, Seneca, Steuben, Tioga, Tompkins, Ulster, Warren, Washington &amp; Wayne</i></p>	<p>Usherwood Office Tech. The Metro Center 49 Court St. Binghamton, NY 13901 607/722-2200 607/722-3493 Fax FID#161135311</p>	<p><i>Albany, Allegany, Broome, Cayuga, Chemung, Columbia, Cortland, Delaware, Fulton, Genesee, Greene, Hamilton, Herkimer, Jefferson, Lewis, Livingston, Madison, Monroe, Montgomery, Oneida, Onondaga, Ontario, Oswego, Otsego, Rensselaer, St. Lawrence, Saratoga, Schenectady, Schoharie, Schuyler, Seneca, Steuben, Tioga, Tompkins, Ulster, Warren, Washington &amp; Wayne</i></p>
<p>Usherwood Bus. Equip., Inc. d/b/a Usherwood Office Tech. 1005 West Fayette Street Syracuse, NY 13204 315/472-0050 315/472-5022 Fax FID#161135311</p>	<p><i>Albany, Allegany, Broome, Cayuga, Chemung, Columbia, Cortland, Delaware, Fulton, Genesee, Greene, Hamilton, Herkimer, Jefferson, Lewis, Livingston, Madison, Monroe, Montgomery, Oneida, Onondaga, Ontario, Oswego, Otsego, Rensselaer, St. Lawrence, Saratoga, Schenectady, Schoharie, Schuyler, Seneca, Steuben, Tioga, Tompkins, Ulster, Warren, Washington &amp; Wayne</i></p>		

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**AUTHORIZED DEALERS** (Cont'd)

**KYOCERA MITA AMERICA**

*All Orders and Remittances are to be directed to the Contractor.*

ACME Business Machines 313 West State Street Olean, NY 14760 716/372-1325	Advanced Business Sys. 22811 Murrock Circle Watertown, NY 13601 315/788-7989	Active Digital Sol., Inc. 890 Garrison Avenue Bronx, NY 10474 800/910-4237	Advanced Imaging Systems 352 Seventh Avenue, Suite 1105 New York, NY 10001 212/631-7490
Atlantic Tomorrow's Office 134 W. 26 <sup>th</sup> St. New York, NY 10001 212/714-6400 212/741-3135	Brothers II Business Machines 1350-1 Lincoln Ave. Holbrook, NY 11741 631/585-0684	CCP Sol.Cont. Copy Prod. 18 Beadel Street Brooklyn, NY 11220 718/782-5064	Central Business Equip. 10 Corporate Drive Clifton Park, NY 12065 518/688-2679
Copy Source, Inc. 306 East McCanns Road Elmira Heights, NY 14903 607/271-9657	Digital Copier Systems 34 West 27th Street New York, NY 10001 212/725-0700	Duplitron, Inc 30-30 47 <sup>th</sup> St Long Island City, NY 11101 718/289-2500 908/241-3995 Fax	Fax Unlimited 74 East Route 59 Spring Valley, NY 10977 845/425-5255 845/425-5299 Fax
Glens Falls Business Machines 32-34 Dix Ave., PO Box 509 Glens Falls, NY 12801-0509 518/793-7761	Image Office Technologies 6010 N. Bailey Ave. Ste. #9 Amherst, NY 14226 716/832-2002	Image Office Technologies 50 Spencerport Rd., Ste. 130 Rochester, NY 14606 585/359-9390	James B. Schwab Co. 223 West Main Street Falconer, NY 14733 716/665-3217
Kristt Office Equipment Co. 156 Broadway Monticello, NY 12701 845/794-6639	Kyocera Mita of New York 1410 Broadway, Ste. 2300 New York, NY 10018 917/286-5400	Kyocera Mita of Westchester 101 Executive Blvd., 1stFl. Elmsford, NY 10523 914/593-7257	Lockrow's, Inc. 187 Margaret Street Plattsburgh, NY 12901 518/563-4900
National Business Equip. & Supply 505 Bradford St. Albany, NY 12206 518/724-6455	Northeastern Office Equipment 25 Banfi Plaza North Farmingdale, NY 11735 631/845-9500	Office Solutions, Inc. 131 Eileen Way Syosset, NY 11791 516/364-4466	Professional Business Machines 124 E. 40th St., Room 1004 New York, NY 10016 212/661-1490
Service Comp Business Systems 42 West 38th Street, Suite 401 New York, NY 10018 212/840-3225	Sym Quest Group, Inc. 299 Arizona Ave. Plattsburgh, NY 12901 518/324-5604	Twin Forks Office Products 946 West Main Street Riverhead, NY 11901 631/727-3354	United Office Solutions 1 Battery Park Plaza, 4th Floor New York, NY 10004 212/725-0700
Upstate Office Equipment 6650 Old Collamer Road E. Syracuse, NY 13057-1214 315/463-7811	Upstate Office Equip..., Inc. PO Box 280 4919 Route 233 Westmoreland, NY 13490	Usherwood Office Tech. Rockwest Center 1005 West Fayette St. Syracuse, NY 13204 800/724-2119	

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**AUTHORIZED DEALERS** (Cont'd)

**MURATEC AMERICA**

*All Orders and Remittances may be directed to the Contractor, to the Contractor specifying an Authorized Dealer or directly to Authorized Dealers.*

Albany Centurion Business Machines 1237 Central Ave., Suite 109 Albany, NY 12205 518/458-9665 518/458-9159 Fax FID#141598937	Albany Eastern Copy Products 16B Petra Lane Albany, NY 12205 518/869-4310 518/869-5382 Fax FID#161060031	Albany Upstate Office Equipment, Inc. 12 Metro Park Road Albany, NY 12205 518/512-5159 315/853-6731 FID#161097824
Armonk Arden Business Machines 53 Old Route 22, PO Box 605 Armonk, NY 10504 914/273-5610 914/273-5628 Fax FID#133344826	Buffalo/Amherst/Williamsville Buffalo Office Systems 5436 Main Street Williamsville, NY 14221 716/631-3060 716/631-3121 Fax FID#161386578	Buffalo/Amherst/Williamsville Eastern Copy Products Ken Stinson 85 Northpointe Pkwy., Ste. 2 Amherst, NY 14218 716/691-6800 716/691-5158 Fax FID#161060031
Buffalo Copier Fax Business Technologies Al Scibetta 465 Ellicott St. Buffalo, NY 14203 716/856-5000 716/853-5866 Fax FID#161386578	Endicott Eastern Copy Products, Inc. Bob Belvig 111 Grant Avenue, Ste. 102 Endicott, NY 13760 607/834-7220 607/837-7100 FID#161060031	Farmingdale ECM Office Equipment, Inc. 28 Baiting Place Rd. Farmingdale, NY 11735 516/694-6000 516/694-9477 Fax FID#112930625
Glens Falls T.A. Seeley Office Systems, Inc. PO Box 475 (95 Broad St.) Glens Falls, NY 12801 518/793-5168 518/793-0311 Fax FID#141730060	Islip Terrace Maxum Equipment Sales, Corp. 2945 Sunrise Highway Islip Terrace, NY 11752 631/859-5053 631/581-5465 Fax FID#112207510	Newburgh Eastern Copy Products 299 North Plank Road, Suite 1 Newburgh, NY 12550 845/564-0176 845/564-2388 Fax FID#161060031
New York City Afax Business Machines, Inc. 181 Hudson Street New York, NY 10013 212/226-3737 212/226-4496 Fax FID#132982517	New York City All Digital Imaging, LLC 161 N. Broadway South Amboy, NJ 08879 732/525-8600 732/525-8680 Fax FID#260119001	Computech, Inc. Mona Abraham 139 Fulton Street, Suite #130 New York, NY 10038 Phone : (212) 406-1801 Fax : (212) 406-1799 Tax ID: 13-3892505
New York City Docutrend, Inc. 5752 8th Avenue, 10th Fl. New York, NY 10018 212/382-0300 212/997-2484 Fax FID#113657253	New York City Fax Express, Inc. PO Box 841 Asbury Park, NJ 07712 732/774-6702 732/774-7758 Fax FID#222383112	New York City Sapphire Office Solutions 304 Park Avenue So. Ste #1002 New York, NY 10010 212/375-9200 212/375-9203 Fax FID#11345562

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**AUTHORIZED DEALERS** (Cont'd)

**MURATEC AMERICA (continued)**

*All Orders and Remittances may be directed to the Contractor, to the Contractor specifying an Authorized Dealer or directly to Authorized Dealers. (continued)*

<p>New York City Service Distributors, Inc 444 Park Ave. S. 6<sup>th</sup> Floor New York, NY 10016 212/213-4290 212/213-4324 Fax FID#133872630</p>	<p>Oceanside Morton Business Systems, Inc. 95 Concord Avenue Oceanside, NY 11572 516/255-0050 516/764-1512 Fax FID#810583851</p>	<p>Plattsburgh Lockrow's 256 Margaret Street Plattsburgh, NY 12901 518/563-4900 518/563-5036 Fax FID#141608534</p>
<p>Rochester Eastern Copy Products Ken Da Costa 700 Mile Crossing Blvd. Rochester, NY 14624 585/426-6800 585/426-6931 Fax FID#161060031</p>	<p>Spring Valley Fax Unlimited, Inc. 74 East Route 59 Spring Valley, NY 10977 845/425-5255 845/425-5299 Fax FID#133472329</p>	<p>Syosset Sapphire Office Solutions 485 Underhill Blvd., Suite #203 Syosset, NY 11791 516/682-8383 516/682-8989 Fax FID#113455620</p>
<p>Syracuse Eastern Copy Products 1224 W. Genesee St. Syracuse, NY 13204 315/474-7000 315/474-6479 Fax FID#161060031</p>	<p>Utica Eastern Copy Products 7939 Seneca Turnpike Clinton, NY 13323 315/732-4634 315/793-1993 Fax FID#161060031</p>	<p>Utica Upstate Office Equipment, Inc. 4919 State Route 233 Westmoreland, NY 13490 315/853-4111 315/853-6731 Fax FID#161097824</p>
<p>Watertown Northern Copy Products 307 S. Hamilton Street Watertown, NY 13601 315/788-8040 315/788-1986 Fax FID#161195464</p>	<p>West Haverstraw DEC Copiers, Inc. 6A Route 9W West Haverstraw, NY 10993 845/942-1400 845/942-0560 Fax FID#133291684</p>	<p>White Plains Hi-Tek Business Machines 1303 Sienna Dr. Danbury, CT 11735 203/885-5503 203/272-6569 Fax FID#260865579</p>

(continued)

**AUTHORIZED DEALERS** (Cont'd)

**PANASONIC DIGITAL DOCUMENT COMPANY**

*All Orders and Remittances are to be directed to the Contractor.*

21st Century Business Systems 899 Route 22 Brewster, NY 10509 845/279-4545 845/279-2296 Fax	Eagle Systems, Inc. 2421 Harlem Road Buffalo, NY 14225 716/893-0506 716/897-3081 Fax	Eagle Systems, Inc. 201 Pine Street Jamestown, NY 14701 716/664-9090 716/664-1814 Fax
Eagle Systems, Inc. Wenton Place Bldg. C Suite 2A Rochester, NY 14623 585/272-8888 585/272-8283 Fax	Fax Pro Communications 7374 Pittsford-Palmyra Rd. Fairport, NY 14450 716/425-0320 716/425-0325 Fax	Fax Unlimited 74 E. Route 59 Spring Valley, NY 10977 845/425-5255 845/425-5299 Fax
MBM Business Machines-Manhattan 1140 Avenue of the Americas New York, NY 10022 212/599-7222 212/372-9231 Fax	Morse Business Machines 1153 West Fayette St. Syracuse, NY 13204 315/423-4048 315/423-3819 Fax	Morse Business Machines 1 Division Street Tarrytown, NY 10591 914/366-6600 914/366-8866 Fax
TGI 18 Bergen Street Brooklyn, NY 11201 718/237-0060 718/875-1525 Fax	TGI 7B Connors Lane Deer Park, NY 11729 631/254-0555 631/254-0563 Fax	TGI 50 Broadway New York, NY 10004 212/344-4300 212/344-4705 Fax
U.S. Globe 911 Central Ave. #188 Albany, NY 12206 800/624-5623 518/458-8148 Fax	U.S. Globe 235 Jericho Turnpike Floral Park, NY 11001 516/775-7677 516/358-7515 Fax	Universal Business Solutions 450 Seventh Avenue 9th. Floor New York, NY 10001 866/708-2762 866/903-9331 Fax
West New York Imaging 305 Cayuga Road, Suite 140 Cheektowaga, NY 14225 716/633-1883 716/633-1963 Fax		

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**AUTHORIZED DEALERS** (Cont'd)

**RICOH AMERICAS CORPORATION**

*All Orders and Remittances are to be directed to the Authorized Dealers.*

Alpha Business Machine Corp. 151 West 30th Street New York, NY 10001 212/643-5555 212/564-4851 Fax FID#131542234	Atlantic Business Products 134 W. 26th Street New York, NY 10001 212/741-6400 212/741-3135 Fax FID#131947549	Atlantic Business Products 828 South Broadway Tarrytown, NY 10591 914/674-2855 914/674-4477 Fax FID#131947549
Atlantic Business Products 127 Main St., PO Box 939 New Paltz, NY 12561 845/255-8900 845/255-1219 Fax FID#131947549	Brian Parisi Copier Systems 8316 Main St. Clarence, NY 14221 716/568-8800 716/568-8807 FID#161395960	Business Systems of Westchester 108 Corporate Park Dr. White Plains, NY 10604 914/696-1900 914/696-1234 Fax FID#061164954
Fairfax Communications 380 Adams Street Bedford Hills, NY 10507 914/242-3600 914/242-3790 Fax FID#133458110	Garden State Copiers 330 Seventh Avenue New York, NY 10001 212/643-0336 212/643-2410 Fax FID#133109526	Hi-Tech Business Systems 670 Pine Arc Drive North Bayshore, NY 11706 631/242-8700 631/242-4222 Fax FID#112566177
IKON Office Solutions, Inc. 21 South Washington Street Binghamton, NY 13903 607/724-5680 607/724-6150 Fax FID#230334400	IKON Office Solutions, Inc. 303 Cayuga Road Buffalo, NY 14225 585/630-0001 585/630-7010 Fax FID#230334400	IKON Office Solutions, Inc. 345 Woodcliff Drive Fairport, NY 14450 585/248-6660 585/248-8015 Fax FID#230334400
IKON Office Solutions, Inc. 1219 Walt Whitman Rd. Melville, NY 11747 631/547-6000 631/547-8373 Fax FID#230334400	IKON Office Solutions 1 Penn Plaza New York, NY 14609 800/322-4566 212/594-2530 Fax FID#230334400	IKON Office Solutions, Inc. 289 North Plank Road Newburgh, NY 12550 845/220-2282 845/220-2294 Fax FID#230334400
IKON Office Solutions, Inc. 7351 Round Pond Road North Syracuse, NY 13212 315/458-0540 315/458-1454 Fax FID#230334400	IKON Office Solutions 22 Depot Street Potsdam, NY 315/265-8543 315/265-9259 FID#230334400	IKON Office Solutions 560 White Plains Rd Tarrytown, NY 10591 914/332-4624 914/332-7056 Fax FID#230334400
IKON Office Solutions, Inc. 1612 NY Rte. 7 Troy, NY 12180 518/279-0900 518/279-1288 Fax FID#230334400	IKON Office Solutions, Inc. 122 Business Park Drive Utica, NY 13502 315/735-9295 315/735-0441 Fax FID#230334400	

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**AUTHORIZED DEALERS** (Cont'd)

**RICOH AMERICAS CORPORATION** (continued)

All Orders and Remittances are to be directed to the Authorized Dealers. (continued)

Office Systems 20 Trade Road Plattsburgh, NY 12901 518/561-0668 518/561-0944 Fax FID#141648813	Office Systems 22618 Murrock Circle Watertown, NY 13601 315/782-8975 518/561-0944 Fax FID#141648813	Quality Office Systems 601 East 19th St., Ste. 6L Brooklyn, NY 11226 888/959-0147 860/257-1934 Fax FID#133687033
Quality Retail Systems 18-2 Route 67 Schaghticoke, NY 12154 518/753-4500 518/753-4496 Fax FID#141736650	Quality Retail Systems 386 Broadway, R.B. Wing Bldg. Albany, NY 12207 800/753-7702 518/753-4496 Fax FID#141736650	Repeat Business Systems, Inc. 4 Fritz Blvd. Albany, NY 12205 518/869-8116 518/869-8117 Fax FID#141718228
Ricoh Business Solutions 2900 Westchester Avenue Purchase, NY 10577 914/253-9009 914/253-9440 Fax FID#222783521	Ricoh Business Solutions 1400 Old Country Road Westbury, NY 11590 516/997-0081 516/997-0091 Fax FID#222783521	Ricoh Business Solutions 711 3rd Ave. New York, NY 10036 212/790-4100 212/730-2240 Fax FID#222783521
Ricoh Business Solutions New York Office 55 Broadway New York, NY 10006 212/785-0729 212/808-9356 Fax FID#222783521	Ricoh Business Solutions NY Metro/Midtown Solutions Two Grand Central Tower 149 East 45th Street, 11th Floor New York, NY 10017 212/885-5900 212/885-5999 Fax FID#222783521	Ricoh Business Solutions White Plains Office 925 Westchester Avenue, Suite 110 White Plains, NY 10604 914/684-6063 914/684-0657 Fax FID#222783521
James B. Schwab Co., Inc. 223 West Main Street. PO Box 6 Falconer, NY 14733-0006 800/536-3216 716/665-6676 Fax FID#160841046	South Shore Office Products 2945 S Sunrise Hwy. Islip Terrace, NY 11752 631/581-5000 631/581-5465 Fax FID#112207510	<b>Wide Format Only:</b> Northco Products, Inc. 12 Walker Way Albany, NY 12205 518/869-6056 518/869-1323 Fax FID#141714064

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**AUTHORIZED DEALERS** (Cont'd)

**RICOH AMERICAS CORPORATION** (continued)

All Orders and Remittances are to be directed to the Authorized Dealers. (continued)

**Savin Product Line**

4G Data Systems, Inc. 85 John Street New York, NY 10038 212/233-4300 518/452-3939 Fax	Apex Document Solutions 250 Oriskany Parkway Yorkville, NY 13495 315/736-3288	atec\group 1762 Central Avenue Albany, NY 12205 518/724-3119
Capital Xerographics P.O. Box 779 Clifton Park, NY 12065 518/782-1442	CARR Business Systems The Pennsylvania Building 225 W 34th Street Suite 814 14 Penn Plaza New York, NY 10122-0899 212/594-9300	CBS Connecticut Business Systems, Inc. 108 Corporate Park Drive White Plains, NY 10604 914/696-1900, Ext. 1628
Complete Office Solutions 636 W. Main St. Arcade, NY 14009 716/492-0166 716/492-0342 Fax FID#161578606	Docutrend Imaging Solutions 575 8th Avenue New York, NY 10018 212/382-0300 212/997-2484 Fax FID#113657253	Eastern Technology NY, Inc. 1529 Jericho Parkway New Hyde Park NY 11040 516/437-4768 516/437-4646 Fax FID#133838695
Elite Technology NY, Inc. 303 South Broadway, Suite 234 Tarrytown, NY 10591 914/631-6700 914/631-6720 Fax FID#133838695	Elite Technology NY 16 West 36th St., 9th Fl. New York, NY 10018 212/967-5009 212/378-1202 Fax FID#133838695	Lawson Office Products 6132 B Rte. 22 North Plattsburgh, NY 12901 518/563-5713 518/563-6420 Fax FID#141591614
Northeastern Office Eq. 25 Banfi Plaza North Farmingdale, NY 11735 631/845-9500 631/845-9504 Fax FID#112750135	REM Southern Office Prod. 222 William St. Elmira, NY 14902 607/733-9151 607/733-5189 Fax FID#161054660	

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**AUTHORIZED DEALERS** (Cont'd)

**RICOH AMERICAS CORPORATION** *(continued)*

*All Orders and Remittances are to be directed to the Authorized Dealers. (continued)*

**IKON Office Solutions is an authorized dealer for Savin Product Line**

**(Excluding the following Counties: Bronx, Kings, Nassau, New York, Queens, Richmond, Suffolk and Madison).**

IKON Office Solutions 1612 NY Route 7 Troy, NY 12180 518/279-0900 518/279-1288 Fax FID#230033440	IKON Office Solutions 122 Business Park Drive Utica, NY 13502 315/735-9295 315/735-0441 Fax FID#230033440	IKON Office Solutions 345 Woodcliff Drive Fairport, NY 14450 585/248-6660 585/248-8015 Fax FID#230033440
IKON Office Solutions 7351 Round Pond Road North Syracuse, NY 13212 315/458-1454 315/458-0441 Fax FID#230033440	IKON Office Solutions 303 Cayuga Road., Ste. 100 Buffalo, NY 14225 716/630-0001 716/630-7010 Fax FID#230033440	IKON Office Solutions 21 South Washington St. Binghamton, NY 13903 607/724-8888 607/724-1288 Fax FID#230033440
IKON Office Solutions 289 N. Plank Rd. Newburgh, NY 12550 800/662-6632 845/220-2282 845/220-2294 Fax FID#230033440	IKON Office Solutions NY 22 Depot Street Potsdam, NY 13676 315/265-8543 315/265-9259 Fax FID#230334400	IKON Office Solutions 26515 NY Route 3 Watertown, NY 13601 315/782-5020 315/788-6770 Fax FID#230334400

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**AUTHORIZED DEALERS** (Cont'd)

**RICOH AMERICAS CORPORATION** (continued)

All Orders and Remittances are to be directed to the Authorized Dealers. (continued)

**Savin Product Line & Gestetner Brand Authorized Dealers**

<p>A to Z Office Equip. 1361 Coney Island Ave. Brooklyn, NY 11230 718/253-9774 718/253-8322 Fax FID#521691010</p>	<p>Axiom Business Mach. 713 N. Main St. Jamestown, NY 14702 716/664-3700 716/661-9302 Fax FID#161149007</p>	<p>Eagle Business Machines 72 North Saw Mill River Elmsford, NY 10523 914/592-4969 914/592-6718 Fax FID#132671838</p>
<p>Electronic Business Products 4 Airport Park Blvd. PO Box 926 Latham, NY 12111 518/783-0737, Ext. 203 518/783-6916 FID#141640393</p>	<p>Long Island Business Solutions 1180 Lincoln Avenue, Suite 2 Holbrook, NY 11741 631/218-9605 631/218-6460 FID#134255456</p>	<p>Northern Business Systems LLC 214 Macarthur Road New Windsor, NY 12553 845/561-0399 845/561-1822 Fax FID#223818488</p>
<p>Northern Business Systems LLC 45 West 36th Street 8th Floor New York, NY 10018 212/736-9200 212/868-7400 Fax FID#223818488</p>	<p>TGI Office Automation 18 Bergen Street Brooklyn, NY 11202 718/237-0060 718/492-0342 Fax FID#112202153</p>	<p>TGI Office Automation 50 Broadway (11th Floor) New York, NY 10004 212/344-4330 212/344-4705 Fax FID#112202153</p>
<p>TGI Office Automation 303 Sunnyside Blvd. Plainview, NY 11863 516/349-8787 516/349-8780 Fax FID#112202153</p>	<p>United Business Systems 316 Seneca St. Buffalo, NY 14204 716/854-4122 716/847-2064 Fax FID#161205849</p>	<p>US Business Technology 150 Fulton Ave. Garden City Park, NY 11040 516/877-0080 516/877-0202 Fax FID#113629851</p>

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**AUTHORIZED DEALERS** (Cont'd)

**RISO, INC.**

*All Orders and Remittances are to be directed to the Authorized Dealers.*

<p>A to Z Office Equip. &amp; Supply, Inc. d/b/a Digital Office Concepts 1107 38th Street @ Fo. Hamilton Pkwy. Brooklyn, NY 11218 718/854-4362 716/854-2069 FID#521691010</p>	<p>Docutrend, inc. DBA: Docutrend Imaging Solutions 575 8<sup>th</sup> Avenue New York, NY 10018 212/382-0300 212/997-2484 Fax</p>	<p>Leslie Digital Imaging, LLC DBA: LDI Color Tool Box 50 Jericho Quadrangle-Suite 115 Jericho, NY 11753 Phone: (516) 877-9100 Fax: (516) 739-0688 FEIN# 11-3523525</p>
<p>Lockrow's 256 Margaret Street Plattsburgh, NY 12901 518/563-4900 518/561-5036 Fax FID#141608534</p>	<p>Newport Business Solutions, Inc 61 Keyland Court Bohemia, NY 11716 631/750-1999 631/218-6466 Fax</p>	<p>Reliable Office Sys. &amp; Supplies, Inc. 4442 Arthur Kill Road Staten Island, NY 10309 718/967-6000 748/967-9994 Fax FID#132807037</p>
<p>Southern Tier Copy Products, Inc DBA: CMS Imaging Solutions 31 Lewis Street –Suite 402 Binghamton, NY 13901 607/772-0437 607/772-0525 Fax</p>	<p>Standard Duplicating of Buffalo 2641 William Street Buffalo, NY 14227 716/832-4950 716/832-1383 Fax FID#160956250</p>	<p>T &amp; G Industries, Inc DBA: TGI Office Automation 120 3<sup>rd</sup> Street Brooklyn, NY 11201 718/237-0060 718/875-1525 Fax FID#112202153</p>
<p>Toshiba Business Solutions (NY) 675 Atlantic Avenue Rochester, NY 14609 585/288-1420 585/288-7770 Fax FID#161319560</p>	<p>Toshiba Business Solutions (NY/NJ) 1 Woodbridge Centre, Suite 340 Woodbridge, NJ 07095 201/258-1341 201/825-9717 Fax</p>	

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**AUTHORIZED DEALERS** (Cont'd)

**SHARP ELECTRONICS CORPORATION**

*All Order and Remittances for equipment are to be directed to the Contractor.*

*All Orders and Remittances for Maintenance are to be directed to the Authorized Dealers.*

<p>A M Exclusive Business Machines, Inc. 79-63 77<sup>th</sup> Avenue Glendale, NY 11385 Phone: (800) 349-3763 Fax: (718) 843-5168 FID: 11-2796803 County Coverage: Nassau, Suffolk, Brooklyn, Queens, Manhattan, Staten Island, Bronx</p>	<p>Albany Cash Register Co 528 Third Avenue Rensselaer, NY 12144 Phone: 518/283-9679 Fax: 518/283-9734 FID# 141565599 County Coverage Albany, Rensselaer, Saratoga, Schenectady</p>	<p>American Digital Imaging Corp 1500 Front Street Yorktown Heights, NY 10598 Phone: 914/962-5200 Fax: 914/245-5600 FID# 134099661 County Coverage Rockland &amp; Westchester</p>	<p>Atlas Star Corporation 1136 Route 9 Suite L2 Wappinger Falls, NY 12590 Phone: 845/297-0078 Fax: 845/298-2088 FID# 141809859 County Coverage Dutchess, Orange, Ulster, Westchester</p>
<p>Arden Business Systems 53 Old Route 22 Armonk, NY 10504 Phone: 914/273-5610 Fax: 914/273-5628 FID# 133344826 County Coverage Putnam &amp; Westchester</p>	<p>Aztec 12 Cleveland Street Valhalla, NY 10595 Phone: 800/846-4100 Fax: 914/681-6078 FID# 133260675 County Coverage Bronx, Kings, New York, Queens, Rockland, Richmond, Westchester</p>	<p>BIS Copy Systems Inc. - Div of Business Information Systems 1705 Foster Avenue Schenectady, NY 12304 1-800 244-0790 Fax: (518) 347-2173 FID# 80-0471718 <b>County Coverage</b> Albany, Schenectady, Troy</p>	<p>Buffalo Xerographix dba BXI Consultants 33 Pequet Parkway Tonawanda, NY Phone: (716) 693-0343 Fax: (716) 693-0130 FID# 16-1434187 County Coverage: Erie, Genesee, Monroe, Niagara</p>
<p>Central Business Solutions 209 West 40th ST. 5th Floor New York, NY 10018 Phone: 646/223-1044 Fax: 646/223-1022 FID# 134174067 County Coverage Bronx, Dutchess, Kings, Nassau, New, Putnam, New York, Queens, Rockland, Queens, Westchester</p>	<p>Central Digital Solutions, Inc. 1219 Walt Whitman Rd. Melville, NY 11747 Phone: 631/249-1990 Fax: 631/249-2016 FID# 010587178 County Coverage Kings, Nassau, Queens &amp; Suffolk</p>	<p>Century Business Solutions 148 Madison Avenue New York, NY 10016 Phone: 212/779-7171 Fax: 212/779-1907 FID# 133644625 County Coverage Bronx, Kings, New York City, Queens &amp; Richmond</p>	<p>Comdoc, Inc. 10 John James Audubon Parkway Amherst, NY 14228 Phone: 716/932-9403 Fax: 716/689-0173 FID# 34-0813593 County Coverage Erie, Genesee, Monroe, Niagara, Onondaga, Orleans, Wayne, Wyoming</p>

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**AUTHORIZED DEALERS** (Cont'd)

**SHARP ELECTRONICS CORPORATION (continued)**

*All Order and Remittances for equipment are to be directed to the Contractor. (continued)*

*All Orders and Remittances for Maintenance are to be directed to the Authorized Dealers. (continued)*

Comdoc, Inc. 6600 Deere Road Industrial Syracuse, NY 13206 Phone: 315/552-9823 Fax: 315/463-6247 FID# 34-0813593 County Coverage Cayuga, Cortland, Madison, Oneida, Oswego, Tompkins	Comdoc, Inc 19 British American Blvd. Latham, NY 12110 Phone: 518/782-7030 Fax: 518/782-7446 FID# 34-0813593 County Coverage Albany, Columbia, Fulton, Greene, Montgomery, Rensselaer, Saratoga, Schenectady, Schoharie, Warren, Washington	CopyfaxCorp 1189 Yonkers Ave. Yonkers, NY 10704 Phone: (914) 237-2086 Fax: (914) 237-2087 FID# 13-3701436 <b>County Coverage</b> Weschester, Bronx, Rockland	CPI Copiers 1142 Ridgebury Road New Hampton, NY 10958 Phone: 845/342-1787 Fax: 845/374-5502 FID# 061487460 County Coverage Orange & Sullivan
Delaware Business Systems 89 Main Street Delhi, NY 13753 Phone: 607/746-3533 Fax: 607/746-7768 FID#16-1505594 County Coverage Delaware & Otsego	Digital Integration Technologies 844 Nostrand Ave Brooklyn, NY 11225 Phone (718) 552-2331 Fax: (718) 979-1041 FID# 20-4989054 County Coverage: Brooklyn, Manhattan, Bronx, Queens, Staten Island	Document Integration Technologies 844 Nostrand Ave Brooklyn, NY 11225 Phone: (718) 552-2331 Fax: (718) 363-2880 FID# 20-4989054 <b>County Coverage</b> Brooklyn, Manhattan, Bronx, Queens, Staten Island	EAGLE SYSTEMS, INC. 2421 HARLEM ROAD BUFFALO, NY 14225 Phone: 716-893-0506 Fax: 716-897-3081 FID# 16-1410112 County Coverage: Erie, Genesee, Monroe, Niagra, Warren, Orleans, Wayne, Wyoming, Mckean, Livingston, Chautauqua , Cattaraugus, Allegany
Eastern Business Systems, INC 125 Wilbur Place, Suite 210 Bohemia, NY 11716 Phone: 631-567-8111 Fax: 631-567-8550 Fed ID: 11-2441616 County Coverage: Brooklyn, Manhattan, Bronx, Queens, Staten Island, Nassau, Suffolk	Eastern Office Supply 139 Erie Blvd. Schenectady, NY 12305 Phone: 518/377-8000 Fax: 518/377-0075 FID# 141656067 County Coverage Albany, Rensselaer, Saratoga	EBE Office Source 70 Travis Ave Binghamton, NY 13904 Phone: 607/723-0000 Fax: 607/723-3545 FID# 161451147 County Coverage Broome, Chemung, Chenango, Cortland, Steuben, Tioga & Tompkins	Elbar Duplication Corp. 10526 Jamaica Ave, Queens, NY 11418 Phone: 800/540-1123 Fax: 718/805-2151 FID# 111864848 County Coverage Bronx, Kings, Nassau, New York, Queens & Richmond
Express Tech Service 4626 New Utrecht Avenue Brooklyn, NY 11219 718-486-6467 347-295-2740 FID# 13-3783304 County Coverage: Brooklyn, Manhattan, Bronx, Queens, Staten Island	Genco Wholesale Office Supplies 4017 Richmond Ave. New York, NY 10312 (800) 718-0018 (866) 695-1959 FID# 20-5087723 County Coverage: Brooklyn, Manhattan, Bronx, Queens, Staten Island	Grays Business Solutions, LTD 3202 Lawson Blvd. Oceanside, NY 11572 Phone: (516) 766-2401 Fax: (515) 766-0342 FID# 27-0482090 County Coverage: Nassau, Suffolk, Brooklyn, Manhattan	LDI Color Tool Box 242 West 36th St. 15th Floor New York, NY 10018 Phone: 516/877-9100 Fax: 516/739-0688 FID# 113523525 County Coverage Bronx, Kings, Nassau, New York, Queens, Richmond & Suffolk

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**AUTHORIZED DEALERS** (Cont'd)

**SHARP ELECTRONICS CORPORATION (continued)**

*All Order and Remittances for equipment are to be directed to the Contractor. (continued)*

*All Orders and Remittances for Maintenance are to be directed to the Authorized Dealers. (continued)*

<p>Leslie Digital Imaging LLC 50 Jericho Quadrangle Jericho, NY 11573 Phone: 516/877-9100 Fax: 516-/39-0688 FID# 113523525 County Coverage Bronx, Kings, Nassau, New York, Queens, Richmond &amp; Suffolk</p>	<p>Lockrow's Inc. 256 Margaret Street Plattsburgh, NY 12901 Phone: 518/563-4900 Fax: 518/561-5036 FID# 141608534 County Coverage Clinton, Essex, &amp; Franklin</p>	<p>Metroland Business Mach. 25-2A Walker Way Albany, NY 12205 Phone: 518/452-2600 Fax: 518/452-2603 FID# 141560263 County Coverage Albany, Hamilton, Rensselaer, Saratoga, Schenectady</p>	<p>Northern Copy Products 307 South Hamilton Street Watertown, NY 13601 Phone: 315/788-8040 Fax: 315/788-1986 FID# 161195464 County Coverage Jefferson, Lewis, St. Lawrence</p>
<p>Office Document Solutions, Inc. 131-5 GARY WAY RONKONKOMA, NY 11779 631-245-8424 FID# 27-0353233 County Coverage BRONX, KINGS, NASSAU, NEW YORK, QUEENS, SUFFOLK, RICHMOND</p>	<p>Quality Retail Systems, Inc. 1531 NY ROUTE 67 SCHAGHTICOKE, NY 12154 800-753-7702 518-753-4496 FID# 14-1736650. County Coverage ALBANY, COLUMBIA, DUCHESS, FULTON, GREENE, MONTGOMERY, RENSSELAER, SARATOGA, SCHENECTADY, SCHOHARIE, ULSTER, WARREN, WASHINGTON</p>	<p>RDI Solutions, LLC 450 7TH AVE, STE 3005 New York, NY 10123 Phone: 212/244-9480 Fax: 212/244-9481 FID# 262792642 County Coverage Bronx, Kings, Nassau, New York, Putnam, Queens, Richmond, Rockland, Suffolk, Westchester</p>	<p>Sapphire Office Solutions 500 North Broadway, Suite 224 Jericho, NY 11753 Phone: 516/682-8383 Fax: 516/682-8989 FID# 113455620 County Coverage Bronx, Dutchess, Kings, Nassau, New York, Putman, Queens, Richmond, Rockland, Suffolk, Westchester</p>
<p>Sharp Business Systems New Jersey 161 Chambers Brook Road Somerville, NJ 08876 Phone: 908/947-1220 Fax: 908/947-1217 FID# 131968872 County Coverage Bronx, Kings, New York, Queens, Richmond, Rockland</p>	<p>South Shore Office Products 100 Milbar Avenue Farmingdale, NY 11735 Phone: 631/581-5000 Fax: 631/581-5465 FID# 112207510 County Coverage Nassau, Suffolk</p>	<p>Specialty Business Solutions 1016 Grand Avenue Deer Park, NY 11729 Phone: 631/234-6080 Fax: 212/587-9617 FID# 132934445 County Coverage Nassau &amp; Suffolk</p>	<p>Specialty Business Solutions 253 West 35th Street 12A New York, NY 10001 Phone: 212/587-9600 Fax: 212/587-9617 FID# 132934445 County Coverage Kings, Nassau, New York &amp; Suffolk</p>
<p>US Business Technology 150 Fulton Avenue Garden City Park, NY 11040 Phone: 516/233-3800 Fax: 516/877-0202 FID#113629851 County Coverage Kings, Kings, Nassau, New York, Queens, Richmond, Suffolk</p>	<p>US Business Technology 708 Third Avenue New York, NY 10017 Phone: 212/485-9500 Fax: 212/485-9511 FID#113629851 County Coverage Kings, Nassau, New York, Queens, Suffolk</p>	<p>Universal Business Solutions, Inc. 90 John Street, ST 502 New York, NY 10038 Phone: 212/643-4808 Fax: 866/903-9331 FID#205290103 County Coverage Bronx, Kings, Nassau, New York, Queens, Suffolk, Richmond</p>	<p>Universal Office Products 43 Broad Street Waterford, NY 12188 Phone: 518/238-1315 Fax: 518/238-1332 FID#161524418 County Coverage Saratoga</p>

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**AUTHORIZED DEALERS** (Cont'd)

**SHARP ELECTRONICS CORPORATION (continued)**

*All Order and Remittances for equipment are to be directed to the Contractor. (continued)*

*All Orders and Remittances for Maintenance are to be directed to the Authorized Dealers. (continued)*

World Trade Office Solutions 138 Hope Street Brooklyn, NY 11211- 3406 Phone: 212/267-0500 Fax: 212/267-3376 FID#134057917 County Coverage Bronx, Kings, Nassau, New York, Queens, Richmond, Suffolk		
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**AUTHORIZED DEALERS** (Cont'd)

**STANDARD DUPLICATING MACHINES**

*All Orders and Remittances are to be directed to the Authorized Dealers.*

Apple Graphics 200 Hudson St. New York, NY 10013 212/226-5120 212/226-5217 Fax FID#113180793	<i>Albany, Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Sullivan, Ulster, Westchester</i>	Atlantic Tomorrows Office 127 Main New Paltz NY 12561 914/255-8900 914/255-1219 Fax FID#131947545	<i>Albany, Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Sullivan, Ulster, Westchester</i>
Atlantic Tomorrows Office 134 West 226th Street, 3rd Fl. New York, NY 10001 212/741-6400 212/645-1518 Fax FID#131947545	<i>Albany, Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Sullivan, Ulster, Westchester</i>	Atlantic Tomorrows Office 825 South Broadway Tarrytown, NY 10591 914/674-4500 914/674-4477 Fax FID#131947545	<i>Albany, Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Sullivan, Ulster, Westchester</i>
Brothers II Business Machines 1350 Lincoln Ave., Suite 1 Holbrook, NY 11741 631/585-0684 631/585-0334 Fax FID#112920456	<i>Albany, Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Sullivan, Ulster, Westchester</i>	Burgess Enterprises Ltd. 110 Saily Ave. Plattsburgh, NY 12901 518/563-2045 518/563-6194 Fax FID#141501060	<i>Clinton, Essex, Franklin, St. Lawrence</i>
Carr Business Systems 130 Spagnoli Road Melville, NY 11747 631/249-9880 631/420-1054 Fax FID#112382276	<i>Albany, Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Sullivan, Ulster, Westchester</i>	Cross Island Copy Products 51B Alabama Ave. Island Park, NY 11558 516/432-3770 516/432-5145 Fax FID#113228310	<i>Albany, Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Sullivan, Ulster, Westchester</i>
Eagle Systems, Inc. 2421 Harlem St. Buffalo, NY 14225 716/893-0506 716/897-3081 Fax FID#161410112	<i>Albany, Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Sullivan, Ulster, Westchester</i>	Elbar Duplicator Corporation 105-26 Jamaica Ave. Richmond, NY 11418 718/441-1123 718/805-2151 Fax FID#111864848	<i>Albany, Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Sullivan, Ulster, Westchester</i>
Fax Unlimited 74 E. Rte. 59 Spring Valley, NY 10977 845/425-5255 845/425-5299 Fax FID#133472328	<i>Albany, Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Sullivan, Ulster, Westchester</i>	Image Integrator 1005 W. Fayette Syracuse, NY 13057 315/474-9788 315/295-2528 Fax FID#270080053	<i>Albany, Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Sullivan, Ulster, Westchester</i>
Long Island Business Systems 1180 Lincoln Ave., Suite 2 Holbrook, NY 11741 631/218-9605 631/218-6460 Fax FID#134255456	<i>Albany, Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Sullivan, Ulster, Westchester</i>	Northern Business Systems 6517 Basile Rowe East Syracuse, NY 13057 315/437-4102 315/437-1222 Fax FID#223359520	<i>Albany, Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Sullivan, Ulster, Westchester</i>

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**AUTHORIZED DEALERS** (Cont'd)

**STANDARD DUPLICATING MACHINES (continued)**

*All Orders and Remittances are to be directed to the Authorized Dealers. (continued)*

<p>Northern Business Systems 575 Corporate Drive Mahway, NJ 07430 201/825-1100 201/825-9717 Fax FID#223359520</p>	<p><i>Albany, Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Sullivan, Ulster, Westchester</i></p>	<p>Northern Business Systems 45 W. 36th St., Floor 8 New York, NY 10018 212/736-9200 212/868-7400 Fax FID#223359520</p>	<p><i>Albany, Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Sullivan, Ulster, Westchester</i></p>
<p>Ruddell Business Machines 28547 NYS Rte. 342 Black River, NY 13612 315/773-5621 315/773-4048 Fax FID#161211889</p>	<p><i>Albany, Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Sullivan, Ulster, Westchester</i></p>	<p>Twin Forks Office Products, Inc. 946 West Main St. Riverhead, NY 11901-2832 631/727-3354 631/727-7299 Fax FID#112721911</p>	<p><i>Albany, Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Sullivan, Ulster, Westchester</i></p>
<p>Twin River Imaging Systems 504 Pennsylvania Ave. Elmira, NY 14904 607/732-0330 607/732-6409 Fax FID#161242373</p>	<p><i>Albany, Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Sullivan, Ulster, Westchester</i></p>		

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**AUTHORIZED DEALERS** (Cont'd)

**TOSHIBA AMERICA BUSINESS SOLUTIONS**

*All Orders and Remittances for Equipment, Maintenance or Supplies are to be directed to the Authorized Dealers*

Atlantic Tomorrows Office 127 Main New Paltz, NY 12561 914/255-8900 914/255-1219 FID#131947545	Atlantic Tomorrows Office 134 West 26 <sup>TH</sup> Street 8 <sup>TH</sup> Floor New York, NY 10001 212/741-6400 212/645-1518 FID#131947545	Atlantic Tomorrows Office 828 South Broadway Suite 200 Tarrytown, NY 10591 914/674-4500 914/674-4477 FID#131947545
<b>Authorized Counties:</b> <i>Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Suffolk, Sullivan, Ulster, Westchester</i>		

TGI Office Automation 120 3 <sup>RD</sup> Street Brooklyn, NY 11231 718/237-0060 718/694-9610 FID#112202153	TGI Office Automation 1860 Walt Whitman Road Melville, NY 11747 516/349-8787 516/349-8780 FID#112202153	TGI Office Automation 50 Broadway New York, NY 10004 212/344-4330 212/398-6539 FID#112202153
<b>Authorized Counties:</b> <i>Bronx, Kings, Nassau, New York, Queens, Richmond, Suffolk, Westchester</i>		

Eagle Systems Inc 201 Pine Street Jamestown, NY 14701 716/893-0506 FID#161410112	Eagle Systems Inc 2421 Harlem Rd Buffalo, NY 14225 716/893-0506 716/897-3081 FID#161410112	
<b>Authorized Counties:</b> <i>Cattaraugus, Chautauqua, Erie, Genesee, Niagara</i>		

Electronic Office Products 3258 South Broadway Saratoga Springs, NY 12866 518/587-8600 518/587-4556 FID#141545598		
<b>Authorized Counties:</b> <i>Saratoga, Warren, Washington</i>		

Toshiba Business Solutions NY-NJ 114 Jericho Turnpike, Ste 3 Floral Park, NY 11001 516/616-0170 516/616-1978 FID#223818488	Toshiba Business Solutions NY-NJ 1501 Broadway Suite 503 New York, NY 10036 212/736-9200 212/868-7400 FID#223818488	Toshiba Business Solutions NY-NJ 3075 Veterans Memorial Highway Ronkonkoma, NY 11779 631/567-9400 631/589-9322 FID#223818488
<b>Authorized Counties:</b> <i>Bronx, Kings, Nassau, New York, Orange, Queens, Richmond, Rockland, Suffolk</i>		

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**AUTHORIZED DEALERS** (Cont'd)

**TOSHIBA AMERICA BUSINESS SOLUTIONS (continued)**

*All Orders and Remittances for Equipment, Maintenance or Supplies are to be directed to the Authorized Dealers (continued)*

Toshiba Business Solutions-NY-MI 150 Metro Park Rochester, NY 14623 585/427-2222 585/427-0887 FID#161319560	Toshiba Business Solutions-NY-MI 230 North Plank Road Newburgh, NY 12550 845/562-2468 845/562-2707 FID#161319560	Toshiba Business Solutions-NY-MI 6000 North Bailey Avenue, Ste 1F Amherst, NY 14226 716/634-0322 716/634-0385 FID#161319560
Toshiba Business Solutions-NY-MI 675 Atlantic Avenue Rochester, NY 14609 585/288-1420 585/288-7770 FID#161319560	Toshiba Business Solutions-NY-MI 7037 Fly Road East Syracuse, NY 13057 315/414-1414 315/414-0284 FID#161319560	Toshiba Business Solutions NY-MI 15 Cornell Rd Latham, NY 12110 585/427-2222 585/427-0887 FID#161319560
<b>Authorized Counties:</b> <i>Albany, Allegany, Broome, Cattaraugus, Cayuga, Chemung, Chenango, Columbia, Cortland, Dutchess, Erie, Fulton, Genesee, Greene, Livingston, Madison, Monroe, Montgomery, Niagara, Oneida, Onondaga, Ontario, Orange, Orleans, Oswego, Putnam, Rensselaer, Saratoga, Schenectady, Schoharie, Schuylar, Seneca, Steuben, Sullivan, Tioga, Tompkins, Ulster, Wayne, Wyoming, Yates</i>		

Twin Tier Imaging Systems 504 Pennsylvania Avenue Elmira, NY 14904 607/732-0330 607/732-6409 FID#161242373		
<b>Authorized Counties:</b> <i>Chemung, Schuylar, Steuben, Tioga, Tompkins</i>		

U S Business Technology LLC 150 Fulton Avenue Garden City Park, NY 11040 516/877-0080 516/877-0202 FID#113629851		
<b>Authorized Counties:</b> <i>Bronx, Kings, Nassau, New York, Queens, Suffolk</i>		

(continued)

**AUTHORIZED DEALERS** (Cont'd)

**XEROX CORPORATION**

*All Orders and Remittances are to be directed to the Contractor.*

<p>CBS Connecticut Business Systems, Inc. 108 Corporate Park Drive White Plains, NY 10604 800/842-0009 914/696-1234 Fax</p>	<p>ComDoc, Inc. 10 John James Audubon Pkwy. Amherst, NY 14228 716/689-0202 716/689-0173 Fax</p>	<p>ComDoc, Inc. 19B British American Blvd. Latham, NY 12110 518/782-7030 518/782-7466 Fax</p>
<p>ComDoc, Inc. 6600 Deere Rd. Industrial Park Syracuse, NY 13206-6247 315/463-8594 315/463-6247 Fax</p>	<p>Eastern Copy Products 16B Petra Lane Albany, NY 12205 800/241-9313 518/869-4310 518/869-5382 Fax</p>	<p>Eastern Copy Products 85 Northepointe Parkway Amherst NY 14228 800/395/6130 716/636-3633 Fax</p>
<p>Eastern Copy Products 111 Grant Ave. Endicott, NY 13760 800/836-6130 607/798-9203</p>	<p>Eastern Copy Products 229 North Plank Rd. Suite 1 Newburgh, NY 12550 845/564-0176 845/564-2388</p>	<p>Eastern Copy Products 700 Mile Crossing Blvd. Suite 2 Rochester, NY 14624 585/426-6800 585/426-6931 Fax</p>
<p>Eastern Copy Products 1224 West Genesee Street Syracuse, NY 13204 315/474-7000 315/478-8606 Fax</p>	<p>Garlock Office Systems 56 Harvester Ave. Batavia, NY 14020 Fed Tax I.D. 16-1264178 Contact – Tim Garlock, (585) 343-6393 tim@garlockoffice.com</p>	<p>Xerox Corporation Corporate Woods 8 Southwoods Dr Albany, NY 12211 518/427-5613 518/427-5062 Fax</p>
<p>Xerox Corporation 155 Pinelawn Rd. Suite 200 N Melville, NY 11747 516/420-3200</p>	<p>Xerox Corporation 245 Park Ave. Floor 22 New York, NY 10167 212/716-7115 Office</p>	

(continued)

**PRICE - LOT I:**

Price shall include all customs duties and charges and be net, F.O.B. destination any point in New York State including installation, instruction of personnel and one complete copy of the instruction manual. After initial delivery, purchases of supplies only shall be tailgate delivery.

If substantially the same or similar quantity of a commodity is sold by the contractor under the same or similar terms and conditions as that of any State contract for such commodity held by the contractor, at a price lower than the State contract price, the price to the State shall be immediately reduced to the lower price. This applies to all component prices and accessory prices offered by the bidder. Remanufactured items may be priced differently from new items; however, remanufactured items must be identified as such.

In addition, upon mutual agreement, delivery locations may be expanded per the "Extension of Use" clause.

**\*Escalation Per Year for Maintenance** - Escalation is permitted for maintenance and supplies not to exceed 5% annually. Contractors may elect to defer escalation or to escalate at a lower percentage.

**NEW PRODUCTS** - As machines are discontinued and new machines become available, pricing must be approved by the Procurement Services Group before official addition to the contract.

Decreases in GSA pricing during the contract period shall be incorporated in these contracts. Where GSA pricing does not exist, State pricing shall be equal to or lower than state or local government pricing.

**PRICE - LOT II:**

Price shall include all customs duties and charges and be net, F.O.B. destination any point in New York State including installation, instruction of personnel and one complete copy of the instruction manual. After initial delivery, purchases of supplies only shall be tailgate delivery.

If substantially the same or similar quantity of a commodity is sold by the contractor under the same or similar terms and conditions as that of any State contract for such commodity held by the contractor, at a price lower than the State contract price, the price to the State shall be immediately reduced to the lower price. This applies to all component prices, required accessory prices, and associated products offered by the contractor. Remanufactured items may be priced differently from new items; however, remanufactured items must be identified as such.

Decreases in GSA pricing during the contract period shall be incorporated in these contracts. Where GSA pricing does not exist, State pricing shall be equal to or lower than state or local government pricing.

In addition, upon mutual agreement, delivery locations may be expanded per the "Extension of Use" clause.

**SUBSTITUTIONS - LOT II:**

As awarded machines become discontinued from a manufacturer's product line, the State reserves the right to accept a product deemed by the Commissioner to be equivalent to the specified commodity. Contractors shall submit manufacturer's specification for the new model requested as a substitute. Substituted equipment must meet or exceed the performance specification of the discontinued model. All substitutions shall be offered at the awarded Average Annual Cost (AAC) or lower. Documentation supporting the reasonableness of price must accompany any request for substitution.

Substitutions and Associated Products must be, and will only be, submitted/accepted on a quarterly basis by the 15th of the month following contract start date (first submittal received by September 15th, second by December 15th and so forth).

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**BILLING AND PAYMENTS:**

Contractors may pre-bill annually, quarterly or monthly for the minimum monthly service cost. Contractor may not pre-bill for more than 12 months.

The cost per copy for maintenance above the monthly minimum shall be billed in increments of not less than 30 days, based on actual usage. (For Example: \$36 Monthly Minimum, which includes 20,000 copies, and \$.015 Overage. Total copies made for the year is 195,000. The end user is entitled to 20,000 copies per month x 12 months = 240,000 copies; therefore, the end user is well within their Minimum Monthly Charge and should not be charged the \$.015 Overage.)

Contractors may also offer Installment Plans with 0% interest as long as the original Terms and Conditions do not change.

**PRICE ESCALATIONS FOR SERVICE AND SUPPLIES:**

Prices for service and supplies shall remain firm for the contract period unless price escalations are included in the award document for that item. Escalations, if permitted, are calculated annually after the first year **of the inception of the contract, not installation of the machine**, at the express percentage rate listed in the award. Contractors may escalate up to their stated annual maximum. Contractors may elect to defer escalation or to escalate at a lower percentage.

**EXTENDED GPP MAINTENANCE PLANS:**

The Guaranteed Performance Period (GPP) allows the end user to purchase maintenance and supplies for a period of either three (3) or five (5) years after delivery /installation. All machines up to 60 cpm have a 3-Year GPP and machines over 60 cpm have a 5-Year GPP. After the GPP, or Extended GPP Plans, agencies are expected to purchase supplies and maintenance in accordance with agency purchasing guidelines. Check the Contractor Information beginning on Page 2 for those contractors whose terms include an additional 1 and 2-Year Extended GPP Maintenance Plan beyond the initial 3 or 5-Year Guaranteed Performance Period (GPP).

**ASSOCIATED PRODUCTS:**

Associated Products shall be limited to attachments, options, additional features and supplies not required to make a standard image for each machine. Additional features are considered feeders, sorters, stackers, reduction/enlargement, duplexing, etc. The State reserves the right to accept or reject at any time before or after award any or all of the associated products at its discretion.

Supplies not required to make a standard image (staples, staple wire, highlight color toner, etc.) are listed as associated products, not as part of the Cost Per Copy (CPC). **It is suggested contractors offer power/surge protector devices under Associated Products.**

**SUPPLIES:**

All supplies are included as part of the Cost Per Copy (CPC). Since there is no charge for maintenance during the warranty period, the contractor may charge a cost per copy for **supplies only** during the warranty period. If a product is guaranteed for a specific yield and it fails to meet that level, the product must be replaced. If an end user's supply usage exceeds the manufacturer's guaranteed yield by more than 20%, the contractor shall have the right to charge the end user for the additional supplies. Contractors must include the cost of each supply and the manufacturer's guaranteed yield for each supply. Yields are based on 6% coverage. Contractors **who fail to include this information will not be allowed to charge for excess supply usage. The State reserves the right to verify the yields, if it is in the State's best interest.** It is to be expected that if the copy coverage exceeds the norm, the yield will not be the same.

The end user may elect, after delivery of machine, to use competitive supplies. If the competitive supplies are suspected as the reason for poor machine performance, the performance criteria and effectiveness level credit to the agency shall be deferred until a conclusive mutual determination is made by the contractor, the agency and the Procurement Services Group. If the Maintenance Plan is not purchased from the Contractor, the end user may still purchase Supplies. NYS Contract Pricing for Supplies will be provided by the Contractor upon request from the end user. Machines must be able to use recycled paper and generic supplies.

(continued)

**LOT I - Summary of Awards Alphabetically By Contractor**

**\*COMPLETE MANUFACTURER'S COMMERCIAL PRODUCT LINE\***

NOTE: Weblinks are provided below for those contractors who have their NYS contract dedicated websites available. For those contractors in Lot I who do not have a weblink available, agencies are requested to contact the contractor for product and pricing information. Contractors will provide agencies with NYS Contract information on all models, accessories, supplies and product information upon request in any format required by the agency. Formats may include electronic price list, hardcopy price list or catalog via mail or website access. Also, as models are discontinued and new models become available, the effective price list will change, upon approval of the Office of General Services.

<u>Contractor</u>	<u>Last Approved Price List Effective Date</u>
Electronic Business Products, Inc. (Lanier Product Line) <a href="http://www.ebp-inc.com">http://www.ebp-inc.com</a>	March 31, 2010
IKON Office Solutions, Inc. (Canon Product Line) <a href="http://www.ikon.com/nys">http://www.ikon.com/nys</a>	September 2009
OCE Imagistics <a href="https://extranet.imagistics.com/default/newyork">https://extranet.imagistics.com/default/newyork</a>	February 2011
Konica Minolta Business Solutions U.S.A., Inc. <a href="http://kmbs.konicaminolta.us/StateOfNY">http://kmbs.konicaminolta.us/StateOfNY</a>	May 2011
Muratec America, Inc. <a href="http://www.muratec.com/contracts/nyscopier">http://www.muratec.com/contracts/nyscopier</a>	May 2011
RICOH Corporation <a href="http://www.rioh-usa.com/rmap/newyorkstatecopiers/index_rioh.asp">http://www.rioh-usa.com/rmap/newyorkstatecopiers/index_rioh.asp</a>	June 13, 2011
Supplies Pricing:	June 13, 2011
Savin/Gestetner product website: <a href="http://www.rioh-usa.com/rmap/newyorkstatecopiers/index_gs.asp">http://www.rioh-usa.com/rmap/newyorkstatecopiers/index_gs.asp</a>	August 2010
Supplies Pricing:	August 2010
RISO, Inc. <a href="http://us.riso.com/nystate">http://us.riso.com/nystate</a>	March 2010
Sharp Electronics Corporation <a href="http://www.sharpgov.com/ny">http://www.sharpgov.com/ny</a>	May 2011
Standard Duplicating Machine Corp.	June 2010
Toshiba America Business Solutions, Inc. <a href="http://gemconnect.toshiba.com">http://gemconnect.toshiba.com</a>	June 14, 2011
Xerox Corporation <a href="http://www.portal.xerox.com/newyork">http://www.portal.xerox.com/newyork</a>	May 2011
Supplies Pricing:	February 2011

(continued)

**LOT II (Digital Copiers Only) - Summary of Awards Alphabetically By Contractor**

ITEM	CONTRACTOR	MFR	MODEL	PAGE
1	Kyocera Mita America	Kyocera Mita America	TASKalfa 221	43
2	Kyocera Mita America	Kyocera Mita America	TASKalfa 300i	46
3	Kyocera Mita America	Kyocera Mita America	TASKalfa 420i	47
4	Kyocera Mita America	Kyocera Mita America	TASKalfa 520i	49
5	Kyocera Mita America	Kyocera Mita America	KM-5530	51
6	Kyocera Mita America	Kyocera Mita America	TASKalfa 620	53
7	Kyocera Mita America	Kyocera Mita America	TASKalfa 820	54
<a href="http://gov.kyoceramita.com/newyork">http://gov.kyoceramita.com/newyork</a>				
1	Panasonic	Panasonic	DP-8020E	44
2	Panasonic	Panasonic	DP-2330	45
3	Panasonic	Panasonic	DP-8035	48
4	Panasonic	Panasonic	DP-8045	50
5	Panasonic	Panasonic	DP-8060	52

**LOT II (Digital Copiers Only) SUMMARY OF AWARDS BY ITEM**

ITEM	CONTRACTOR	MFR	MODEL	AAC*
<b>#1 - 11-20 CPM - 20,000 Monthly Volume (Lowest to Highest Cost for Equip. &amp; Maintenance over 3-Yr. GPP)</b>				
	Kyocera Mita America	Kyocera Mita America	TASKalfa 221	\$2,495.00
	Panasonic	Panasonic	DP-8020E	\$2,305.42
<b>#2 - 21-30 CPM - 30,000 Monthly Volume (Lowest to Highest Cost for Equip. &amp; Maintenance over 3-Yr. GPP)</b>				
	Panasonic	Panasonic	DP-2330	\$3,713.60
	Kyocera Mita America	Kyocera Mita America	TASKalfa 300i	\$3,451.89
<b>#3 - 31-40 CPM - 50,000 Monthly Volume (Lowest to Highest Cost for Equip. &amp; Maintenance over 3-Yr. GPP)</b>				
	Kyocera Mita America	Kyocera Mita America	TASKalfa 420i	\$4,981.59
	Panasonic	Panasonic	DP-8035	\$4,899.71
<b>#4 - 41-50 CPM - 65,000 Monthly Volume (Lowest to Highest Cost for Equip. &amp; Maintenance over 3-Yr. GPP)</b>				
	Kyocera Mita America	Kyocera Mita America	TASKalfa 520i	\$6,575.00
	Panasonic	Panasonic	DP-8045	\$6,175.79
<b>#5 - 51-60 CPM - 100,000 Monthly Volume (Lowest to Highest Cost for Equip. &amp; Maintenance over 3-Yr. GPP)</b>				
	Kyocera Mita America	Kyocera Mita America	KM-5530	\$8,364.97
	Panasonic	Panasonic	DP-8060	\$8,588.54
<b>#6 - 61-70 CPM - 150,000 Monthly Volume (Lowest to Highest Cost for Equip. &amp; Maintenance over 5-Yr. GPP)</b>				
	Kyocera Mita America	Kyocera Mita America	TASKalfa 620	\$8,106.00
<b>#7 - 71-80 CPM - 200,000 Monthly Volume (Lowest to Highest Cost for Equip. &amp; Maintenance over 5-Yr. GPP)</b>				
	Kyocera Mita America	Kyocera Mita America	TASKalfa 820	\$10,606.00
<b>#8 - 81-90 CPM - 300,000 Monthly Volume - NO MODELS AWARDED</b>				
<b>#9 - 91-100 CPM - 400,000 Monthly Volume - NO MODELS BID</b>				

\*AAC - Please see Definition on Page 42

(continued)

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**DEFINITIONS:**

**AAC:**

Average Annual Cost - The annual cost to own and operate a machine. The AAC includes the purchase cost, supply costs (excluding paper) and maintenance costs average over the Guaranteed Performance Period (GPP) of either three or five years.

**ADA:**

Americans with Disabilities Act.

**ASSOCIATED PRODUCT:**

Associated products are limited to attachments, options and additional features (e.g. feeders, sorters, stackers, reduction/enlargement, and duplexing) for each machine. Supplies not required to make a standard image (staples, staple wire, highlight color toner, etc.) are considered associated products. The cost of the associated products and associated maintenance costs are not be used in determining the AAC.

**ANALOG COPIER:**

An analog copier uses a series of mirrors and lenses to transmit the scanned image to the photoconductor. Analog copiers scan the original for each copy made, contain a duplexing tray, and use sorters or stackers as finishing devices.

**DIGITAL COPIER:**

A digital copier incorporates a digital scanner to digitize the image, store the image in memory, and produce copies from the memory. Digital copiers use "scan once, print many" technology; trayless duplexing and stackers rather than sorters as finishing devices.

**DOCUMENT FEEDER:**

A device to feed your originals onto the exposure glass and properly position them for copying. There are several types of feeders including:

Automatic Document Feeder (**ADF**) which holds a stack of originals and feeds them automatically, one at a time, to the exposure glass for copying. An ADF cannot be used for two-sided to two-sided duplexing.

Reversing Automatic Document Feeder (**RADF or ARDF**) which is similar to an ADF with the added capability to invert a two sided original to copy material from both sides.

Recirculating Document Feeder/Handler (**RDF or RDH**) which feeds originals to the exposure glass and back to the feed tray making one complete set. When multiple sets are required, the process is repeated for each set.

**DUPLEXING:**

The ability to automatically produce two-sided copies from either single-sided or two-sided originals. This feature may be optional on lower volume copiers. Duplexing from single-sided originals (**1:2**) requires an ADF, RADF, RDF or RDH. Duplexing from two-sided originals (**2:2**) requires a RDF or RDH.

**GPP:**

Guaranteed Performance Period - The period of time for which the contractor is required to guarantee that a maintenance agreement and supplies may be purchased at contract pricing and that the machine will operate satisfactorily to produce acceptable copy quality for the effectiveness levels as defined in the "Performance Criteria" clause. The GPP is either three years or five years, as specified within the item.

**LARGE CAPACITY TRAY/CASSETTE (LCT/LCC):**

An option on many copiers to increase the paper capacity of the copier. Usually hold 1,000 sheets or more.

(continued)

**DEFINITIONS: (Cont'd)**

**PSG:**

Procurement Services Group

**REQUIRED ACCESSORY:**

An accessory that is specifically listed as a requirement of the detailed specification and must be offered as part of the bid. Feeders, sorters, duplexing, large capacity trays, and networking capabilities are examples of required accessories. The cost of the required accessory and associated maintenance costs is used in determining the AAC. It is expected that the majority of machine purchases include the required accessories but purchase of the required accessories is optional.

**STACKER:**

Used in conjunction with a recirculating document feeder, provides finished sets, usually offset, in the output tray. Some stackers are also provided with stapling capability to automatically staple sets as they are completed. A stacker will allow unlimited sets where a sorter is limited by the number of bins.

**SORTER:**

Used in conjunction with an automatic document feeder or reversing automatic document feeder, provides finished sets into separate bins. Ten and twenty bin sorters are common. Some sorters are equipped with staplers which automatically staple the sets in each bin.

(continued)

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### PURCHASING GUIDELINES

1. **THIS "CONTRACT AWARD NOTIFICATION" IS FOR PURCHASE ONLY. LEASES OR RENTALS ARE NOT COVERED BY THIS CONTRACT.**
2. Determine the average monthly copy volume required by your office. Choose machines that cover your requirements.
3. Choose machines with features required by your office. Features such as reduction/enlargement, duplexing (double-sided copies), ADF (automatic document feeder), sorter, stapler, etc., may be available as options (at an additional price) or may be included in the basic machine. Calculate the cost of the machine with the options needed.
4. The Guaranteed Performance Period (GPP) is three years for all machines up to 60 cpm and five years for all machines over 60 cpm. The GPP begins on the date of installation and is the period for which maintenance and/or supplies may be purchased. See Contractor Information (beginning on Page 2) for terms regarding 1 and 2-Year Extended GPP Maintenance Plans.
5. Purchase of required accessories, associated products, supplies, and maintenance are at the sole option of the customer. Supplies may also be purchased from other awards for copier supplies available from Commodity Group 23000.
6. **There are no maintenance charges during the equipment guarantee period**, which is a minimum of 90 days, and is specified within each item.
7. The contractors should be contacted for specific questions on copier features.
8. A manufacturer's model copier may be sold under two or more different contractors labels. Compare the equipment pricing and various maintenance plans and select the cost effective purchase that best meets your needs. Contact the Purchasing Officer shown on the front of this award for additional assistance.

(continued)

**LOT II - DIGITAL COPIERS**

**ITEM #1 - 11-20 Copies Per Minute - 20,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>
UNIT PRICE:	\$2,495.00	Min. Monthly Maintenance \$102.00
MODEL NUMBER:	TASKalfa 255	Copies Included in Above 12,000
MANUFACTURER:	Kyocera Mita	CPC to 20,000 Copies \$.0085
EQUIP. GUARANTEE:	90 Days	CPC Over 20,000 Copies \$.0085
		1 Yr. Ext. GPP Min. Monthly \$102.00
		1 Yr. Ext. GPP Cost Per Copy \$.0085
		2 Yr. Ext. GPP Min. Monthly \$102.00
		2 Yr. Ext. GPP Cost Per Copy \$.0085

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>		<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Document Feeder	Included	\$ 0.00	\$ 0.00	\$ 0.00
Duplexing	Included	\$ 0.00	\$ 0.00	\$ 0.00
500-Sheet Drawer	PF-470	\$ 0.00	\$ 0.00	\$ 0.00
Stand	Stand Riser	\$ 0.00	\$ 0.00	\$ 0.00
Networking-Color Scan	Included	\$ 0.00	\$ 0.00	\$ 0.00

**ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
500 Sheets x 2 Paper Feeders	PF-471	\$ 595.00	\$ 0.00
500 Sheets x 1 Paper Feeder	PF-470	\$ 400.00	\$ 0.00
500 Sheets Stapler Finisher (requires AK-470)	DF-470	\$ 573.00	\$ 0.00
Bridge unit for installation of DF-470	AK-470	\$ 60.00	\$ 0.00
Fax Board	Fax System U	\$ 347.00	\$ 0.00
HID Card Reader Holder for Card Authentication Kit(B)	Card Reader Holder (B)	\$ 51.00	\$ 0.00
Gigabit Ether Net Board	IB-50	\$ 258.00	\$ 0.00
CAC Netgard MFD (Scan Block ONLY Network Connection)	Netgard MFD	\$ 928.00	\$ 0.00
Stand	Stand	\$ 182.00	\$ 0.00
	Riser	\$ 102.00	\$ 0.00
15 Amp Surge Protector Item 82143015	Surge Protector	\$ 135.00	\$ 0.00

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
TK-477Toner	Case	\$ 575.00 Per Carton	120,000 Copies
TK-477Toner	Cartridge	\$ 72.00 Per Cartridge	15,000 Copies
MK-477 Maintenance Kit	1 Kit	\$ 310.00 Per Kit	300,000 Copies
MK-470 Maintenance Kit	1 Kit	\$ 31.00 Per Kit	300,000 Copies
Staples for DF470	Case	\$ 38.00 Per Case	9,000 Staples

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%

MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware, Windows NT and Macintosh.

Guaranteed Delivery: 30 Days A/R/O

The copier offered is new.

**CONTRACT NO.:** PC59462

**CONTRACTOR:** KYOCERA MITA AMERICA, INC.

(continued)

**LOT II - DIGITAL COPIERS**

**ITEM #1 - 11-20 Copies Per Minute - 20,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>	
UNIT PRICE:	\$2,510.00	Min. Monthly Maintenance	\$32.16
MODEL NUMBER:	DP-8020E	Copies Included in Above	3,000
MANUFACTURER:	Panasonic	CPC to 20,000 Copies	\$.01072
EQUIP. GUARANTEE:	90 Days	CPC Over 20,000 Copies	\$.01200
		1 Yr. Ext. GPP Min. Monthly	\$35.38
		1 Yr. Ext. GPP Cost Per Copy	\$.0118
		2 Yr. Ext. GPP Min. Monthly	\$38.92
		2 Yr. Ext. GPP Cost Per Copy	\$.0130

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Cabinet/Console	DA1D18B	Included	\$0.00
Document Feeder	DA-AR202	Included	\$0.00
Paper drawer	DA-DS184	Included	\$0.00

**ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
ADF	DA-AS181	\$ 365.00	\$0.00
Hard drive	DA-HD18	\$ 375.00	\$0.00
3 <sup>rd</sup> paper tray	DA-DS185	\$ 266.00	\$0.00
High stand	DA1D18A	\$ 135.00	\$0.00
Low stand	DA1D18C	\$ 135.00	\$0.00
PCL printing	DA-PC820	\$ 465.00	\$0.00
PCL/Post Script	DA-MC820	\$ 559.00	\$0.00
Super G3 fax	DA-FG180	\$ 474.00	\$0.00
Network scanner	DA-NS180	\$ 359.00	\$0.00
Internet fax	DA-NF180	\$ 359.00	\$0.00
16mb sort memory	DA-SM16B	\$ 53.33	\$0.00
64mb sort memory	DA-SM64B	\$ 150.00	\$0.00
128mb sort memory	DA-SM28B	\$ 273.00	\$0.00
4mb Flash memory	UE-410047F	\$ 111.00	\$0.00
8mb Flash memory	UE-410048F	\$ 144.00	\$0.00
F-Rom board	DA-EM600F	\$ 79.00	\$0.00
Acctg software	DA-WA10	\$1,089.00	\$0.00
Platen cover	DA-UC200	\$ 41.00	\$0.00

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
Toner	Ea.	\$41.97	10,000 Copies
Developer	Ea.	\$29.97	60,000 Copies
Drum	Ea.	\$26.97	60,000 Copies

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%

MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware and Windows NT.

Guaranteed Delivery: 15 Days A/R/O

The copier offered is new.

**CONTRACT NO.:** PC59465

**CONTRACTOR:** PANASONIC DIGITAL DOCUMENT COMPANY

(continued)

**LOT II - DIGITAL COPIERS**

**ITEM #2 - 21-30 Copies Per Minute - 30,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>	
UNIT PRICE:	\$3,800.00	Min. Monthly Maintenance	\$32.16
MODEL NUMBER:	DP-2330	Copies Included in Above	3,000
MANUFACTURER:	Panasonic	CPC to 30,000 Copies	\$0.01072
EQUIP. GUARANTEE:	90 Days	CPC Over 30,000 Copies	\$0.01200
		1 Yr. Ext. GPP Min. Monthly	\$35.38
		1 Yr. Ext. GPP Cost Per Copy	\$0.0118
		2 Yr. Ext. GPP Min. Monthly	\$38.92
		2 Yr. Ext. GPP Cost Per Copy	\$0.01300

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Cabinet/Console	DA1D18B	Included	\$0.00
Stapler/Stitcher	DA-FS300	\$ 985.00	\$0.00
Network Card	N/A	Standard	\$0.00

**ACCESSORIES**

<u>DESCRIPTION:</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
3rd paper tray	DA-DS305	\$ 266.00	\$0.00
4th paper tray	DA-DS306	\$ 200.00	\$0.00
Base plate	DA-DA230	\$ 79.00	\$0.00
Low stand	DA-DA320R	\$ 156.00	\$0.00
PCL printing	DA-PC301	\$ 815.00	\$0.00
PCL/PostScript	DA-MC301	\$1,129.00	\$0.00
Super G3 fax	DA-FG300	\$ 651.00	\$0.00
Network scanner	DA-NS600	\$ 389.00	\$0.00
Internet fax	DA-NF600	\$ 398.00	\$0.00
Hard drive	DA-HD30	\$ 375.00	\$0.00
16mb sort memory	DA-SM16B	\$ 53.33	\$0.00
64mb sort memory	DA-SM64B	\$ 150.00	\$0.00
128mb sort memory	DA-SM28B	\$ 273.00	\$0.00
4mb Flash memory	UE-410047F	\$ 111.00	\$0.00
8mb Flash memory	UE-410048F	\$ 144.00	\$0.00
F-Rom board	DA-EM600F	\$ 79.00	\$0.00
Acctg software	DA-WA10	\$1,089.00	\$0.00
Inner tray	DA-XN201	\$ 42.00	\$0.00
Outer tray	DA-XT200	\$ 42.00	\$0.00

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
Toner	Ea.	\$47.00	15,000 Copies
Developer	Ea.	\$34.00	120,000 Copies
Drum	Ea.	\$41.00	60,000 Copies
Staples for FS300	box	\$48.89	9,000 Staples

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%

MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware and Windows NT.

Guaranteed Delivery: 15 Days A/R/O

The copier offered is new.

**CONTRACT NO.:** PC59465

**CONTRACTOR:** PANASONIC DIGITAL DOCUMENT COMPANY

(continued)

**LOT II - DIGITAL COPIERS**

**ITEM #2 - 21-30 Copies Per Minute - 30,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>	
UNIT PRICE:	\$4,012.00	Min. Monthly Maintenance	\$144.00
MODEL NUMBER:	TASKalfa300i	Copies Included in Above	18,000
MANUFACTURER:	Kyocera Mita	CPC to 30,000 Copies	\$.0080
EQUIP. GUARANTEE:	90 Days	CPC Over 30,000 Copies	\$.0080
		1 Yr. Ext. GPP Min. Monthly	\$144.00
		1 Yr. Ext. GPP Cost Per Copy	\$.0080
		2 Yr. Ext. GPP Min. Monthly	\$144.00
		2 Yr. Ext. GPP Cost Per Copy	\$.0080

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Reversing Doc Feeder	DP-670(B)	\$ 0.00	\$0.00
Print/Scan System	Networking	\$ 0.00	\$0.00
(2) 500 Sheet Drawers	PF-670	\$ 0.00	\$0.00
Internal Finisher	DF-670	\$ 460.00	\$0.00

**ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Reversing Doc Feeder	DP-670(B)	\$ 401.00	\$0.00
(2)-500-Sheet Drawers Addition	PF-670(B)	\$ 680.00	\$0.00
1,000 Sheet Finisher	DF-780(B)	\$ 809.00	\$0.00
Attachment Kit DF-730	AK-670	\$ 29.00	\$0.00
Job Separator Tray	JS-670	\$ 110.00	\$0.00
Fax System S (B)	Fax System	\$ 667.00	\$0.00
Internet Fax (A)	Internet Fax	\$ 173.00	\$0.00
Net guard MFD	CAC Net guard	\$ 928.00	\$0.00
HDD Erase Kit for Copy/Print	Data Security	\$ 335.00	\$0.00
Original Holder	Platen Cover	\$ 68.00	\$0.00
Copier Stand	Copier Stand	\$ 171.00	\$0.00
MM-16-128	128MB Fax Me	\$ 116.00	\$0.00
15 Amp Surge Protector Item 82143015	Surge Protector	\$135.00	\$0.00

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
TK-677 Toner	Case	\$607.00 Per Carton	160,000 Copies
MK-671 Developer Kit	1 Kit	\$373.00 Per Kit	300,000 Copies
Staples for DF780 (B)	Case	\$38.00 Per Case	15,000 Staples
Staples for DF670	Case	\$49.00 Per Case	9,000 Staples

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%

MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware, Windows NT and Macintosh.

Guaranteed Delivery: 30 Days A/R/O

The copier offered is new.

**CONTRACT NO.:** PC59462  
**CONTRACTOR:** KYOCERA MITA AMERICA, INC.

(continued)

**LOT II - DIGITAL COPIERS**

**ITEM #3 - 31-40 Copies Per Minute - 50,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>	
UNIT PRICE:	\$5,480.00	Min. Monthly Maintenance	\$95.40
MODEL NUMBER:	DP-8035	Copies Included in Above	12,000
MANUFACTURER:	Panasonic	CPC to 50,000 Copies	\$.00795
EQUIP. GUARANTEE:	90 Days	CPC Over 50,000 Copies	\$.01000
		1 Yr. Ext. GPP Min. Monthly	\$104.94
		1 Yr. Ext. GPP Cost Per Copy	\$.00870
		2 Yr. Ext. GPP Min. Monthly	\$115.43
		2 Yr. Ext. GPP Cost Per Copy	\$.00960

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Finisher/Stapler	DA-FS330	\$1,025.00	\$0.00
Networking	Standard	\$0.00	\$0.00
Stand	DA-D351	Included	\$0.00

**ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
1-Bin saddle stitch	DA-FS355A	\$1,925.00	\$0.00
Hole punch unit	DA-SP31	\$ 400.00	\$0.00
1 drawer console	DA-DS603	\$ 435.00	\$0.00
2 drawer console	DA-DS604	\$ 629.00	\$0.00
Stand (low)	DA-D352R	\$ 139.00	\$0.00
3000-sheet LCT	DA-MA301	\$ 615.00	\$0.00
LCT adaptor	DA-TK31	\$ 165.00	\$0.00
PCL printing	DA-PC800	\$1,241.00	\$0.00
PCL/PostScript	DA-MC800	\$1,434.00	\$0.00
Super G3 fax	DA-FG600	\$ 633.00	\$0.00
Network scanner	DA-NS600	\$ 389.00	\$0.00
Internet Fax	DA-NF600	\$ 398.00	\$0.00
Hard Drive	DA-HD60F	\$ 375.00	\$0.00
16mb sort memory	DA-SM16B	\$ 53.33	\$0.00
64mb sort memory	DA-SM64B	\$ 15.00	\$0.00
128mb sort memory	DA-SM28B	\$ 273.00	\$0.00
4mb Flash memory	UE-410047F	\$ 111.00	\$0.00
8mb Flash memory	UE-410048F	\$ 144.00	\$0.00
F-Rom board	DA-EM600F	\$ 79.00	\$0.00
Acctg software	DA-WA10	\$1,089.00	\$0.00
DD server software	DA-WS20	\$ 312.00	\$0.00
Doc. Dist. software	DA-WR10	\$ 51.00	\$0.00
Exit tray	DA-XT600	\$ 39.00	\$0.00

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
Toner	Each	\$57.00	24,000 Copies
Developer	Each	\$63.00	240,000 Copies
Drum	Each	\$98.00	240,000 Copies
Staples for FS330	Box	\$48.89	15,000 Staples
Staples for FS355A	Box	\$68.00	15,000 Staples

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%

MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware, Windows NT and Appletalk.

Guaranteed Delivery: 15 Days A/R/O

The copier offered is new.

**CONTRACT NO.: PC59465**  
**CONTRACTOR: PANASONIC DIGITAL DOCUMENT COMPANY**

(continued)

**LOT II - DIGITAL COPIERS**

**ITEM #3 - 31-40 Copies Per Minute - 50,000 Copies Per Month Volume**

		MAINTENANCE
UNIT PRICE:	\$4,919.00	Min. Monthly Maintenance \$240.00
MODEL NUMBER:	TASKalfa4500i	Copies Included in Above 30,000
MANUFACTURER:	Kyocera Mita	CPC to 50,000 Copies \$0.0080
EQUIP. GUARANTEE:	90 Days	CPC Over 50,000 Copies \$0.0080
	1 Yr. Ext. GPP Min. Monthly	\$240.00
	1 Yr. Ext. GPP Cost Per Copy	\$0.0080
	2 Yr. Ext. GPP Min. Monthly	\$240.00
	2 Yr. Ext. GPP Cost Per Copy	\$0.0080

**\*REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Dual Scan Doc Feeder	DP-771	\$ 0.00	\$0.00
SO-200-1G Memory	SO-200-1G	\$ 0.00	\$0.00
Print/Scan System	Networking	\$ 0.00	\$0.00
(2)-500 Sheet Drawers	PF-720(B)	\$ 0.00	\$0.00

\*\*If accessory unit price or accessory maintenance/yr. is included in the unit price for the basic copier or included in the unit price or maintenance for another accessory, bidder shall indicate specifically where accessory unit price and/or maintenance/yr. is included.

**ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>PRICE</u>	<u>PER YEAR</u>
Reversing Document Processor	DP-770	\$ 785.00	\$ 0.00
4,000 Sheet Finisher (Requires AK-730)	DF-790	\$ 1,433.00	\$ 0.00
1,000 Sheet Finisher (Requires AK-730)	DF-770	\$ 809.00	\$ 0.00
Attachment Kit DF-790 & DF-770	AK-730	\$ 29.00	\$ 0.00
BF-730 Booklet Folder (For DF-790)	BF-730	\$ 866.00	\$ 0.00
Punch Unit for DF-790 & DF-730	PH-7A	\$ 387.00	\$ 0.00
Mailbox for DF-790	MT-730	\$ 578.00	\$ 0.00
Job Separator Tray	JS-730	\$ 110.00	\$ 0.00
Job Separator Tray	JS-731	\$ 110.00	\$ 0.00
1,500 Sheet X 2-Drawers (Total 3,000 Sheets)	PF-740	\$ 791.00	\$ 0.00
3,000 Sheet Side Drawer (Requires PF-730 or PF-740)	PF-770	\$ 791.00	\$ 0.00
500 Sheet Side Multi-Media Tray	PF-780	\$ 478.00	\$ 0.00
Fax System (V)	Fax System	\$ 667.00	\$ 0.00
Internet Fax (A)	Internet Fax	\$ 173.00	\$ 0.00
Original Holder Type (E)	Platen Cover	\$ 68.00	\$ 0.00
Original Hard Copy Holder/Document Tray	DT-730	\$ 23.00	\$ 0.00
Netgard MFD	CAC Netguard	\$ 928.00	\$ 0.00
Parts Key Counter Wire for Netgard	Key Counter	\$ .00	\$ 0.00
MFP Interface Cable	MFP Kit	\$ 26.00	\$ 0.00
HDD Erase Kit For Copy/Print	Data Security(E)	\$ 335.00	\$ 0.00
Copier Stand	Copier Stand	\$ 154.00	\$ 0.00
15 Amp Surge Protector Item 82143015	Surge Protector	\$ 135.00	\$ 0.00

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
TK-630Toner	Case	\$483.00Per Carton	140,000 Copies
MK-6305 Maint Kit	1 Kit	\$501.00 Per Kit	600,000 Copies
Staples for DF-770	Case	\$38.00 Per Case	15,000 Staples
Staples for DF-790	Case	\$67.00 Per Case	15,000 Staples

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%      MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware, Windows NT and Macintosh.

Guaranteed Delivery: 30 Days A/R/O

The copier offered is new.

**CONTRACT NO.: PC59462**

**CONTRACTOR: KYOCERA MITA AMERICA, INC.**

(continued)

**LOT II - DIGITAL COPIERS**

**ITEM #4 - 41-50 Copies Per Minute - 65,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>	
UNIT PRICE:	\$5,852.00	Min. Monthly Maintenance	\$292.50
MODEL NUMBER:	TASKalfa5500i	Copies Included in Above	39,000
MANUFACTURER:	Kyocera Mita	CPC to 65,000 Copies	\$0.0075
EQUIP. GUARANTEE:	90 Days	CPC Over 65,000 Copies	\$0.0075
		1 Yr. Ext. GPP Min. Monthly	\$292.50
		1 Yr. Ext. GPP Cost Per Copy	\$0.0075
		2 Yr. Ext. GPP Min. Monthly	\$292.50
		2 Yr. Ext. GPP Cost Per Copy	\$0.0075

**\*REQUIRED ACCESSORIES:**

DESCRIPTION	MODEL	PRICE	PER YEAR	TYPE
Dual Scan Doc Feeder	DP-771	\$ 0.00	\$ 0.00	_____
SO-200-1G Memory	SO-200-1G	\$ 0.00	\$ 0.00	_____
Print/Scan System Networking		\$ 0.00	\$ 0.00	_____
(2)-1,500 Sheet Drawers	PF-740	\$ 0.00	\$ 0.00	_____

\*\*If accessory unit price or accessory maintenance/yr. is included in the unit price for the basic copier or included in the unit price or maintenance for another accessory, bidder shall indicate specifically where accessory unit price and/or maintenance/yr. is included.

**ACCESSORIES:**

DESCRIPTION	MODEL	UNIT PRICE	MAINT/YR.
Reversing Document Processor	DP-770	\$ 785.00	\$ 0.00
4,000 Sheet Finisher (Requires AK-730)	DF-790	\$ 1,433.00	\$ 0.00
1,000 Sheet Finisher (Requires AK-730)	DF-770	\$ 809.00	\$ 0.00
Attachment Kit DF-790 & DF-770	AK-730	\$ 29.00	\$ 0.00
BF-730 Booklet Folder (For DF-790)	BF-730	\$ 866.00	\$ 0.00
Punch Unit for DF-790 & DF-730	PH-7A	\$ 387.00	\$ 0.00
Mailbox for DF-790	MT-730	\$ 578.00	\$ 0.00
Job Separator Tray	JS-730	\$ 110.00	\$ 0.00
Job Separator Tray	JS-731	\$ 110.00	\$ 0.00
(2)-500 Sheet Drawers	PF-730	\$ 680.00	\$ 0.00
3,000 Sheet Side Drawer (Requires PF-730 or PF-740)	PF-770	\$ 791.00	\$ 0.00
500 Sheet Side Multi-Media Tray	PF-780	\$ 478.00	\$ 0.00
Fax System (V)	Fax System	\$ 667.00	\$ 0.00
Internet Fax (A)	Internet Fax	\$ 173.00	\$ 0.00
Original Holder Type (E)	Platen Cover	\$ 68.00	\$ 0.00
Original Hard Copy Holder/Document Tray	DT-730	\$ 23.00	\$ 0.00
Netgard MFD	CAC Netguard	\$ 928.00	\$ 0.00
Parts Key Counter Wire for Netgard	Key Counter	\$ 0.00	\$ 0.00
MFP Interface Cable	MFP Kit	\$ 26.00	\$ 0.00
HDD Erase Kit For Copy/Print	Data Security(E)	\$ 335.00	\$ 0.00
Copier Stand	Copier Stand	\$ 154.00	\$ 0.00
15 Amp Surge Protector Item 82143015	Surge Protector	\$ 135.00	\$ 0.00

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
TK-630 Toner	Case	\$ 483.00 Per Carton	140,000 Copies
MK-6305 Maint. Kit	1 Kit	\$ 501.00 Per Kit	600,000 Copies
Staples for DF-770 Case		\$ 38.00 Per Case	15,000 Staples
Staples for DF-790	Case	\$ 67.00 Per Case	15,000 Staples

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0% MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware, Windows NT and Macintosh.

Guaranteed Delivery: 30 Days A/R/O

The copier offered is new.

**CONTRACT NO.: PC59462**

**CONTRACTOR: KYOCERA MITA AMERICA, INC.**

(continued)

**LOT II - DIGITAL COPIERS**

**ITEM #4 - 41-50 Copies Per Minutes - 65,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>	
UNIT PRICE:	\$6,325.00	Min. Monthly Maintenance	\$119.25
MODEL NUMBER:	DP-8045	Copies Included in Above	15,000
MANUFACTURER:	Panasonic	CPC to 65,000 Copies	\$.00795
EQUIP. GUARANTEE:	90 Days	CPC Over 65,000 Copies	\$.01000
		1 Yr. Ext. GPP Min. Monthly.	\$131.18
		1 Yr. Ext. GPP Cost Per Copy	\$.00870
		2 Yr. Ext. GPP Min. Monthly.	\$144.30
		2 Yr. Ext. GPP Cost Per Copy	\$.00960

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Finisher/Stapler	DA-FS600	\$1,550.00	\$0.00
Networking	Standard	\$0	\$0.00
Stand	DA-D351	included	\$0.00

<u>ACCESSORIES DESCRIPTION:</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
1-bin saddle stitch	DA-FS355A	\$1,925.00	\$0.00
2-bin booklet sorter	DA-FS605	\$3,039.00	\$0.00
Hole punch unit	DA-SP31	\$ 400.00	\$0.00
Hole punch unit	DA-SP41	\$ 400.00	\$0.00
1 drawer console	DA-DS603	\$ 435.00	\$0.00
2 drawer console	DA-DS604	\$ 629.00	\$0.00
Stand (low)	DA-D352R	\$ 139.00	\$0.00
3000-sheet LCT	DA-MA301	\$ 615.00	\$0.00
LCT adapter	DA-TK31	\$ 165.00	\$0.00
PCL printing	DA-PC800	\$1,241.00	\$0.00
PCL/PostScript	DA-MC800	\$1,434.00	\$0.00
Super G3 fax	DA-FG600	\$ 633.00	\$0.00
Network scanner	DA-NS600	\$ 389.00	\$0.00
Internet Fax	DA-NF600	\$ 398.00	\$0.00
Hard drive	DA-HD60F	\$ 375.00	\$0.00
16mb sort memory	DA-SM16B	\$ 53.33	\$0.00
64mb sort memory	DA-SM64B	\$ 150.00	\$0.00
128mb sort memory	DA-SM28B	\$ 273.00	\$0.00
4mb Flash memory	UE-410047F	\$ 111.00	\$0.00
8mb Flash memory	UE-410048F	\$ 144.00	\$0.00
F-Rom board	DA-EM600F	\$ 79.00	\$0.00
Acctg software	DA-WA10	\$1,089.00	\$0.00
DD server software	DA-WS20	\$ 312.00	\$0.00
Doc. dist. software	DA-WR10	\$ 510.00	\$0.00
Exit tray	DA-XT600	\$ 39.00	\$0.00

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
Toner	Ea.	\$57.00	24,000 Copies
Developer	Ea.	\$63.00	240,000 Copies
Drum	Ea.	\$98.00	240,000 Copies
Staples for FS355A	box	\$68.00	15,000 Staples
Staples for FS600	box	\$43.33	15,000 Staples
Staples for FS605	box	\$42.58	6,000 Staples

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%

MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware, Windows NT and Appletalk.

Guaranteed Delivery: 15 Days A/R/O

The copier offered is new.

**CONTRACT NO.:** PC59465

**CONTRACTOR:** PANASONIC DIGITAL DOCUMENT COMPANY

(continued)

**LOT II - DIGITAL COPIERS**

**ITEM #5 - 51-60 Copies Per Minute - 100,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>	
UNIT PRICE:	\$7,928.23	Min. Monthly Maintenance	\$420.00
MODEL NUMBER:	KM-5530	Copies Included in Above	60,000
MANUFACTURER:	Kyocera Mita	CPC to 100,000 Copies	\$.0070
EQUIP. GUARANTEE:	90 Days	CPC Over 100,000 Copies	\$.0070
		1 Yr. Ext. GPP Min. Monthly	\$420.00
		1 Yr. Ext. GPP Cost Per Copy	\$.0070
		2 Yr. Ext. GPP Min. Monthly	\$420.00
		2 Yr. Ext. GPP Cost Per Copy	\$.0070

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Multi-Finisher	DF-610	\$1,833.00	\$0.00
Print System	System Q	\$1,160.00	\$0.00

**ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Scan System	Scan System D	\$ 464.00	\$0.00
20.0 GB Hard Drive	HD-4	\$ 278.00	\$0.00
4,000 Sheet Paper Deck	ST-11	\$1,276.00	\$0.00
V-Folding Unit	BF-1	\$ 893.00	\$0.00
5-Tray Mailbox	MT-1	\$ 464.00	\$0.00
Punch Unit	PH-3	\$ 348.00	\$0.00
Barcode Reader for Printer	BC-1	\$ 160.00	\$0.00
20 AMP Surge Protector	Same	\$ 156.00	\$0.00

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
Toner	Case	\$469.00	300,000 Copies
Developer	Case	\$287.00	1,600,000 Copies

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%

MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware, Windows NT and Macintosh.

Guaranteed Delivery: 30 Days A/R/O

The copier offered is new.

**CONTRACT NO.:** PC59462  
**CONTRACTOR:** KYOCERA MITA AMERICA, INC.

(continued)

**LOT II - DIGITAL COPIERS**

**ITEM #5 - 51-60 Copies Per Minute - 100,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>	
UNIT PRICE:	\$7,900.00	Min. Monthly Maintenance	\$139.13
MODEL NUMBER:	DP-6030	Copies Included in Above	17,500
MANUFACTURER:	Panasonic	CPC to 100,000 Copies	\$.00795
EQUIP. GUARANTEE:	90 Days	CPC Over 100,000 Copies	\$.01000
		1 Yr. Ext. GPP Min. Monthly	\$153.04
		1 Yr. Ext. GPP Cost Per Copy	\$.00870
		2 Yr. Ext. GPP Min. Monthly	\$168.34
		2 Yr. Ext. GPP Cost Per Copy	\$.00960

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Finisher/Stapler	DA-FS600	\$1,550.00	\$0.00
Networking	Standard	\$0	\$0.00
Stand	DA-D351	included	\$0.00

**ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
1-bin saddle stitch	DA-FS355A	\$1,925.00	\$0.00
2-bin booklet sorter	DA-FS605	\$3,039.00	\$0.00
Hole punch unit	DA-SP31	\$ 400.00	\$0.00
Hole punch unit	DA-SP41	\$ 400.00	\$0.00
1 drawer console	DA-DS603	\$ 435.00	\$0.00
2 drawer console	DA-DS604	\$ 629.00	\$0.00
Stand (low)	DA-D352R	\$ 139.00	\$0.00
3000-sheet LCT	DA-MA301	\$ 615.00	\$0.00
LCT adaptor	DA-TK31	\$ 165.00	\$0.00
PCL printing	DA-PC800	\$1,241.00	\$0.00
PCL/PostScript	DA-MC800	\$1,434.00	\$0.00
Super G3 fax	DA-FG600	\$ 633.00	\$0.00
Network scanner	DA-NS600	\$ 389.00	\$0.00
Internet Fax	DA-NF600	\$ 398.00	\$0.00
Hard drive	DA-HD60F	\$ 375.00	\$0.00
16mb sort memory	DA-SM16B	\$ 53.33	\$0.00
64mb sort memory	DA-SM64B	\$ 150.00	\$0.00
128mb sort memory	DA-SM28B	\$ 273.00	\$0.00
4mb Flash memory	UE-410047F	\$ 111.00	\$0.00
8mb Flash memory	UE-410048F	\$ 144.00	\$0.00
F-Rom board	DA-EM600F	\$ 79.00	\$0.00
Acctg software	DA-WA10	\$1,089.00	\$0.00
DD server software	DA-WS20	\$ 312.00	\$0.00
Doc. Dist. software	DA-WR10	\$ 510.00	\$0.00
Exit tray	DA-XT600	\$ 39.00	\$0.00

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
Toner	Ea.	\$69.00	35,000 Copies
Developer	Ea.	\$63.00	240,000 Copies
Drum	Ea.	\$98.00	240,000 Copies
Staples for FS600	box	\$43.33	15,000 Staples
Staples for FS605	box	\$42.58	6,000 Staples

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%

MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware, Windows NT and Appletalk.

Guaranteed Delivery: 15 Days A/R/O

The copier offered is new.

**CONTRACT NO.: PC59465**

**CONTRACTOR: PANASONIC DIGITAL DOCUMENT COMPANY**

(continued)

**LOT II - DIGITAL COPIERS**

**ITEM #6 - 61-70 Copies Per Minute - 150,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>	
UNIT PRICE:	\$8,106.00	Min. Monthly Maintenance	\$630.00
MODEL NUMBER:	TASKalfa 620	Copies Included in Above	90,000
MANUFACTURER:	Kyocera Mita	CPC to 150,000 Copies	\$.0070
EQUIP. GUARANTEE:	90 Days	CPC Over 150,000 Copies	\$.0070
		1 Yr. Ext. GPP Min. Monthly	\$630.00
		1 Yr. Ext. GPP Cost Per Copy	\$.0070
		2 Yr. Ext. GPP Min. Monthly	\$630.00
		2 Yr. Ext. GPP Cost Per Copy	\$.0070

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
3,000 Sheet Finisher	DF-650(B)	\$1,825.00	\$0.00
Print System (W)	Networking	\$ 924.00	\$0.00

**ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
4,000-Sheet Paper Deck for TASKalfa 620/820	PF-650(B)	\$1,271.00	\$0.00
4,000 Sheet Paper Deck for TASKalfa 620/820	PF-660(B)	\$1,733.00	\$0.00
Scan System	Scan System H	\$ 370.00	\$0.00
Booklet Folder	BF-1(B)	\$ 889.00	\$0.00
Multi-Tray (5) Bins	MT-1(B)	\$ 462.00	\$0.00
Punch Unit (2 & 3 Hole)	PH-4	\$ 347.00	\$0.00
Secure Network Interface	IB-23	\$ 265.00	\$0.00
Network Board, Ipv6 (KUIO)	IB-40	\$ 151.00	\$0.00
Network Board, Ipv6 (HDD Slot)	IB-40 Type H	\$ 231.00	\$0.00
HDD Erase for Copy/Print	Data Sec. Kit (B)	\$ 231.00	\$0.00
HDD for Printer	HD-10	\$ 277.00	\$0.00
Exit Tray (Required when No Finisher Attached)	Copy Tray C	\$ 17.00	\$0.00
256 MB Print Memory Upgrade 100Pin DIMM	SD-100-256A	\$ 110.00	\$0.00
20 Amp Surge Protector Item 82143020	Surge Protector	\$ 155.00	\$0.00

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**LOT II - DIGITAL COPIERS**

**ITEM #6 - 61-70 Copies Per Minute - 150,000 Copies Per Month Volume (Cont'd)**

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
TK-667 Toner	Case	\$405.00	220,000 Copies
MK-660A Developer Kit	1 Kit	\$776.00 Per Kit	500,000 Copies
MK-650B Developer Kit	1 Kit	\$209.00 Per Kit	500,000 Copies
PM-660	1 Kit	\$160.00 Per Kit	500,000 Copies

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%

MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware, Windows NT and Macintosh.

Guaranteed Delivery: 30 Days A/R/O

The copier offered is new.

**CONTRACT NO.: PC59462**

**CONTRACTOR: KYOCERA MITA AMERICA, INC.**

(continued)

**LOT II - DIGITAL COPIERS**

**ITEM #7 - 71-80 Copies Per Minute - 200,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>	
UNIT PRICE:	\$10,606.00	Min. Monthly Maintenance	\$840.00
MODEL NUMBER:	TASKalfa 820	Copies Included in Above	120,000
MANUFACTURER:	Kyocera Mita	CPC to 200,000 Copies	\$.0070
EQUIP. GUARANTEE:	90 Days	CPC Over 200,000 Copies	\$.0070
		1 Yr. Ext. GPP Min. Monthly	\$840.00
		1 Yr. Ext. GPP Cost Per Copy	\$.0070
		2 Yr. Ext. GPP Min. Monthly	\$840.00
		2 Yr. Ext. GPP Cost Per Copy	\$.0070

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
3,000 Sheet Finisher	DF-650(B)	\$1,825.00	\$0.00
Print System (W)	Networking	\$ 924.00	\$0.00

**ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
4,000-Sheet Paper Deck for TASKalfa 620/820	PF-650(B)	\$1,271.00	\$0.00
4,000 Sheet Paper Deck for TASKalfa 620/820	PF-660(B)	\$1,733.00	\$0.00
Scan System	Scan System H	\$ 370.00	\$0.00
Booklet Folder	BF-1(B)	\$ 889.00	\$0.00
Multi-Tray (5) Bins	MT-1(B)	\$ 462.00	\$0.00
Punch Unit (2 & 3 Hole)	PH-4	\$ 347.00	\$0.00
Secure Network Interface	IB-23	\$ 265.00	\$0.00
Network Board, Ipv6 (KUIO)	IB-40	\$ 151.00	\$0.00
Network Board, Ipv6 (HDD Slot)	IB-40 Type H	\$ 231.00	\$0.00
HDD Erase for Copy/Print	Data Sec. Kit (B)	\$ 231.00	\$0.00
HDD for Printer	HD-10	\$ 277.00	\$0.00
Exit Tray (Required when No Finisher Attached)	Copy Tray C	\$ 17.00	\$0.00
256 MB Print Memory Upgrade 100Pin DIMM	SD-100-256A	\$ 110.00	\$0.00
20 Amp Surge Protector Item 82143020	Surge Protector	\$ 155.00	\$0.00

(continued)

**LOT II - DIGITAL COPIERS**

**ITEM #7 - 71-80 Copies Per Minute - 200,000 Copies Per Month Volume (Cont'd)**

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
TK-667 Toner	Case	\$ 405.00	220,000 Copies
MK-650A Developer Kit	1 Kit	\$ 776.00 Per Kit	500,000 Copies
MK-660B Developer Kit	1 Kit	\$ 209.00 Per Kit	500,000 Copies
PM-660	1 Kit	\$ 160.00 Per Kit	500,000 Copies

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%

MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware, Windows NT and Macintosh.

Guaranteed Delivery: 30 Days A/R/O

The copier offered is new.

**CONTRACT NO.: PC59462**

**CONTRACTOR: KYOCERA MITA AMERICA, INC.**

**Item #8 - Digital Copier - 81-90 Copies Per Minute - 300,000 Copies Per Month Volume\***

**Item #9 - Digital Copier - 91-100 Copies Per Minute - 400,000 Copies Per Month Volume\***

**\* No awards for Items #8 and #9 - Consider Lot I Products.**

(continued)



**PSG's PROTEST POLICY:**

It is the policy of the Office of General Services' Procurement Services Group (PSG) to provide vendors with an opportunity to administratively resolve complaints or inquiries related to PSG bid solicitations or contract awards. PSG encourages vendors to seek resolution of complaints through consultation with PSG staff. All such matters will be accorded impartial and timely consideration. Interested parties may also file formal written protests. A copy of PSG's Bid Protest 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](http://www.ogs.ny.gov)). Click on "For Government - Contracts and Purchasing," then "Seller Information," then "Bid Protest Procedures for Vendors."

**NON-STATE AGENCIES PARTICIPATION IN CENTRALIZED CONTRACTS:**

New York State political subdivisions and others authorized by New York State law may participate in contracts. These include, but are not limited to local governments, public authorities, public school and fire districts, public and nonprofit libraries, and certain other nonpublic/nonprofit organizations. See "Participation in Centralized Contracts" in Appendix B, OGS General Specifications. For purchase orders issued by the Port Authority of New York and New Jersey (or any other authorized entity that may have delivery locations adjacent to New York State), the terms of the "Price" clause shall be modified to include delivery to locations adjacent to New York State.

Upon request, all eligible non-State agencies must furnish contractors with the proper tax exemption certificates and documentation certifying eligibility to use State contracts. A list of categories of eligible entities is available on the OGS web site ([www.ogs.ny.gov](http://www.ogs.ny.gov)) under "Non-State Agency Legal References." Questions regarding an organization's eligibility to purchase from New York State Contracts may also be directed to OGS Procurement Services Group's Customer Services at 518-474-6717.

**INSTALLATION:**

All equipment prices will include delivery and installation, except that associated products (excluding supplies) purchased after the initial purchase may be subject to separate delivery and separate installation charges. For those accessories/associated products offered which can be field installed, delivery and installation charges that apply if purchased after the initial installation of the machine will be so stated on the approved price list. Special rigging shall apply and additional fees may be charged when delivery of a machine is not possible via dock delivery or any other door. If special rigging is required, the purchaser will pay the additional costs. Such costs will be prepaid and added to the invoice.

Contractors will be required to affix a label or decal to the equipment at the time of installation, showing guarantee period by dates, and the name, address and telephone number of the dealer responsible for maintenance of the equipment.

The manufacturer of each machine awarded will have established ventilation and/or installation criteria to insure that any chemical and/or particular discharge from the machine does not result in exceeding the Threshold Limit Values (TLV) as established by the American Conference of Governmental Industrial Hygienists (ACGIH) or other

Governmental regulatory agencies, or result in excessive obnoxious odors at the operator's position or in the immediate vicinity of the machine.

It will be the contractor's responsibility prior to delivery, to survey and review the particular installation location to insure the existing proposed location meets the manufacturer's established installation criteria, which would include the installation of any electrical power device deemed appropriate to maintain proper machine performance. Should the proposed installation location not meet established installation criteria, the contractor and agency (machine user) will attempt to locate an alternate, mutually agreeable location for the machine, or the end user can make whatever agreed upon changes are necessary in the physical environment to assist meeting that criteria.

Should a mutually agreeable location for the machine, meeting the manufacturer's established installation criteria not be available, the contractor will not deliver the machine and will request the agency to cancel the order.

Contractors not familiar with any location are strongly advised to personally view those locations prior to delivery. A lack of familiarity with a delivery location will in no way relieve a contractor from his responsibility to fulfill a contract in full accordance with the terms and conditions of this contract award.

(continued)

**DELIVERY:**

Delivery will be expressed in number of calendar days required to make delivery after receipt of a purchase order.

Delivery will be made in accordance with instructions on Purchase Order from each agency. If there is a discrepancy between the purchase order and what is listed on the contract, it is the contractor's obligation to seek clarification from the ordering agency and, if applicable, from the Office of General Services, Procurement Services Group.

**CONTRACT PERIOD AND RENEWAL:**

It is the intention of the State to enter into a contract for a term of five (5) years. The State may unilaterally cancel the contract on a monthly basis any time after the initial twelve (12) months by providing written notification at least one (1) month prior to the requested date of cancellation. Cancellation will become effective the first of the month following the 1-month notification. The minimum term of the contract shall be twelve (12) months. This provision does not affect the State's right of suspension or cancellation contained in the "Suspension of Work" and "Cancellation" clauses in Appendix B, OGS General Specifications.

Discounts quoted are to be firm for the entire period of the contract. Service/Supplies escalation will be allowed (if originally submitted as part of the contractor's bid) but discount reduction on equipment and accessories will not be allowed and is specifically excluded from the terms and conditions of the contract award. Price decreases or discount increases are permitted at any time.

If mutually agreed between the Procurement Services Group and the contractor, the contract may be renewed under the same terms and conditions for an additional period not to exceed sixty (60) months.

**SHORT TERM EXTENSION:**

In the event the replacement contract has not been issued, any contract let and awarded hereunder by the State, may be extended unilaterally by the State for an additional period of up to one month upon notice to the contractor with the same terms and conditions as the original contract including, but not limited to, quantities (prorated for such one month extension), prices, and delivery requirements. With the concurrence of the contractor, the extension may be for a period of up to three months in lieu of one month. However, this extension terminates should the replacement contract be issued in the interim.

**RESERVATION:**

The State reserves the right to negotiate lower pricing, or to advertise for bids, any unanticipated excessive purchase.

**PRICE SHEETS AND CATALOGS:**

Contractor shall be required to furnish, upon request by the end users, price lists and catalogs in either electronic format or hard-copy, whichever is preferred by the agency, identical to those accepted with their bid, including any changes (additions, deletions, etc.) pursuant to the contract. Catalogs and price lists provided must reflect all products excluded from the contract either through the omission of those portions or by obvious indications within the catalogs and price lists.

Upon request, the contractor shall assist authorized users in the use of catalogs and price lists.

**GUARANTEE:**

The contractor guarantees that the equipment, all required accessories, associated products and all parts regularly used with the type of equipment offered are either:

New - Standard new equipment, latest model of regular stock equipment, in production at the time of the bid opening. New assembled equipment is factory produced, has been assembled for the first time, and may contain new and/or recycled components that have been fully inspected, tested and fully meet product performance and reliability specifications. Equipment must be newly serialized and the purchaser must be the first end user of the product.

or

Remanufactured at the time of the bid opening as defined in the "Additional Guarantee for Remanufactured Equipment" clause.

(continued)

**GUARANTEE: (Cont'd)**

Every unit delivered must be guaranteed for a minimum period of 90 days. When the manufacturer's standard guarantee for the complete machine or any component exceeds ninety days, the longer period will apply. During the guarantee period, the purchaser will incur no charges for maintenance.

The contractor will bear all material and labor costs for repair of equipment defects and failures occurring within the guarantee period from date of installation and satisfactory operation by the purchaser. Service/maintenance during the period will be no less than service requirements under a maintenance agreement. If the machine does not perform to the satisfaction of the purchaser during this period, the contractor will, upon approval of the Procurement Services Group, replace the unit with a like model. The replacement machine will have a new/remanufactured machine guarantee identical to the original machine (not less than 90 days).

Contractor will also guarantee that no attachment or part has been substituted or applied contrary to the manufacturer's recommendations and standard practice.

Where accessories (options) are to be supplied, they must be compatible with the rest of the equipment.

**ADDITIONAL GUARANTEE FOR REMANUFACTURED EQUIPMENT:**

The contractor guarantees that the equipment offered has been completely remanufactured and is in "like new" condition. Remanufactured equipment shall have been subjected to the following processes:

1. Disassembly to predetermined standards established by the manufacturer;
2. Cleaning;
3. Inspection and testing to new machine test standards;
4. Replacement of defective and/or worn components;
5. Installation of all retrofits designated by the manufacturer as field mandatory as of the date of machine installation.

The guarantee on remanufactured equipment must be identical to the manufacturer's new equipment guarantee and remanufactured equipment must be eligible for the same full service maintenance terms and conditions as newly manufactured equipment.

**DISCOUNTS:**

Contractors may offer volume discounts. Volume discounts may be applied per purchase order, cumulatively per customer agency, and cumulatively statewide. Volume discounts will be defined and applied as follows: Purchase order volume discounts will be an additional discount applied to an individual purchase order over a dollar amount determined by the contractor. Cumulative agency volume discounts will be additional discounts applied to all future orders made by an individual agency once an established volume has been met by that agency. Cumulative statewide volume discounts will be additional discounts applied to all future orders once an established volume has been met under this contract for all state and non-state orders.

Contractors are encouraged to offer any and all types of discounts, rebates, special pricing, on equipment, maintenance and/or supplies, etc., that will result in reduced pricing to contract users.

Contractor will determine volume price breaks.

Contractors may also offer discounts for electronic access ordering, use of the state procurement card, Internet ordering, and any and all other discounts for which agencies legally empowered to use them may do so.

**ADVERTISING:**

Contractors agree not to use the results of any award as a part of any commercial advertising without the prior written approval of the Commissioner. In addition to any other sanctions or remedies available to it at law or equity, the State may suspend from bidding on its requirements any contractor who violates the terms of this paragraph.

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**EXTENSION OF USE:**

The contracts may be extended to additional States or governmental jurisdictions upon mutual written agreement between New York State (the lead contracting State) and the contractor. Political subdivisions and other authorized entities within each participating State or governmental jurisdiction may also participate in any resultant contract if such State normally allows participation by such entities. New York State reserves the right to negotiate additional discounts based on any increased volume generated by such extensions.

**TOXIC SUBSTANCES:**

Each contractor furnishing a toxic substance as defined by Section 875 of the State Labor Law to an ordering agency, will provide such agency, with not less than two copies of a material safety data sheet, which sheet will include for each such substance the information outlined in Section 876 of the State Labor Law.

**INSTRUCTION MANUALS:**

Simultaneous with delivery of the first component of the equipment or system specified, the contractor(s) will furnish to the agency a complete standard instruction manual for the equipment (system) and for each component supplied. The manual will include complete instructions for operation and comprehensive preventative and corrective maintenance procedures.

**INSTRUCTION OF PERSONNEL:**

The contractor will provide, within five business days of delivery of the equipment specified, to personnel designated by the agency, instruction by qualified personnel sufficient to ensure that the equipment is operated and operator maintained so as to perform to the full extent of its design capabilities.

**CONTRACT MIGRATION:**

State Agencies or any other authorized user holding individual contracts with contractors under this centralized contract will be able to migrate to this contract award, effective on the contract begin date (retroactively, if applicable).

Migration by an agency or any other authorized user to the centralized contract will not operate to diminish, alter or extinguish any right that the agency or other authorized user otherwise had under the terms and conditions of their original contract.

**REPORT OF CONTRACT PURCHASES:**

Contractor will furnish report of purchases made from contract the fifteenth of the month following the end of each six month period. The reports shall be in the following format:

<u>Item/ SubItem Number</u>	<u>Product Description</u>  (Size, Stock No., etc.)	<u>Total Qty. Shipped State Agencies/ Political Subs.</u>  (To be in Units listed in the Invitation for Bids)	<u>Total \$ Value</u>
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The report is to be submitted in Microsoft Excel for Windows, version 7.0 or lower format. The report may be electronically transmitted or submitted on a 3.5" disk to the Office of General Services, Procurement Services Group, Tower Bldg., Empire State Plaza, Albany, NY 12242, to the attention of the individual shown on the front page of the award and shall reference the commodity group number, the Invitation for Bids number, contract number, sales period, and contractor's name.

Additional related sales information, such as monthly reports, and/or detailed user purchases may be required and must be supplied upon request. Failure to submit the required report may be cause for disqualification of contractor for future contracts.

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**USE OF RECYCLED OR REMANUFACTURED MATERIALS:**

New York State, as a member of the Council of Great Lakes Governors, supports and encourages vendors to use recycled, remanufactured or recovered materials in the manufacture of products and packaging to the maximum extent practicable without jeopardizing the performance or intended end use of the product or packaging unless such use is precluded due to health or safety requirements or product specifications contained herein. Refurbished or remanufactured components or products are required to be restored to original performance and regulatory standards and functions and are required to meet all other requirements of this bid solicitation. See "Recycled or Recovered Materials" in Appendix B, OGS General Specifications.

**LITERATURE:**

Contractor will provide, at no charge, immediately upon request from the agency, descriptive literature of the items requested, detailing the specifications and performance of the awarded machine.

**NEW YORK STATE PROCUREMENT CARD:**

NYS and Citibank, USA, NA have entered into an agreement for Citibank to provide the State with Purchasing card services. The Citibank Purchasing Card enables agencies to make authorized purchases directly from a vendor without processing the Purchase Orders or Purchase Authorizations currently required. Purchasing Cards are issued to selected employees authorized to purchase for the agency and having direct contact with the vendors. Cardholders can make purchases directly from any vendor that accepts the Citibank Purchasing Card. The Purchasing Card is to be used only for goods and services purchased for official State use. Currently, the program allows a maximum purchase of \$10,000 per transaction.

The Contractor will not process a transaction for payment through the credit card clearinghouse until the purchased supplies have been shipped or services performed. Unless the cardholder requests correction or replacement of a defective or faulty item in accordance with other contract requirements, the Contractor shall immediately credit a cardholder's account for items returned as defective or faulty.

Vendors wishing to set up a corporate account with Citibank should call Citibank at 1-888-474-0317.

**"OGS OR LESS" GUIDELINES APPLY TO THIS CONTRACT:**

Purchases of the products included in the Invitation For Bids and related Contract Award Notification are subject to the "OGS or Less" provisions of Section 163.3.a.v., Article XI, of the New York State Finance Law. This means that State agencies can purchase products from sources other than the contractor provided that such products are substantially similar in form, function or utility to the products herein and are:

1. lower in price  
-and/or-
2. available under terms which are more economically efficient to the State agency (e.g. delivery terms, warranty terms, etc.).

Agencies are reminded that they must provide the State contractor an opportunity to match the non-contract savings at least two business days prior to purchase. In addition, purchases made under "OGS or Less" flexibility must meet all requirements of law including, but not limited to, advertising in the New York State Contract Reporter, prior approval of the Comptroller's Office and competitive bidding of requirements exceeding the discretionary bid limit. State agencies should refer to Procurement Council Bulletin "OGS or Less Purchases" for complete procedural and reporting requirements.

**AMERICANS WITH DISABILITIES ACT (ADA):**

The Federal ADA Act, signed into law July 26, 1990, bars employment discrimination and requires all levels of Government to provide necessary and reasonable accommodations to qualified workers with disabilities. Bidders are required to identify and offer any software or hardware products they manufacture or adapt which may be used or adapted for use by visually, hearing, or any other physically impaired individuals.

Although it is not mandatory for contractors to have this equipment in order to receive award, it is necessary they identify any such equipment they have which falls into the above category.

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**EPA ENERGY STAR PROGRAM:**

The Federal EPA in cooperation with manufacturers, continues a program to foster the manufacture of energy efficient equipment. New York State fully supports this effort and requires all products offered to comply with the EPA Energy Star guidelines for energy efficiency.

**TRADE-INS:**

The State reserves the right to offer used equipment in trade as part of the purchase price, in accordance with values in effect at the time traded. Bidder may submit with bid a formal trade-in schedule. In lieu of submitting a formal trade-in schedule, bidder may elect to consider trade-ins on an individual basis and should so state. Contractors shall submit quotations on trade-in machines when requested.

Trade-in equipment is represented by the State only "as is" and no warranty as to its condition is expressed or should be inferred. In the event that no allowance is offered or the allowance has not been accepted, the State reserves the right to retain possession of the equipment at the option of the agency. Equipment for trade-in shall be picked up by the contractor at the point indicated in the agency's purchase order and shall be removed at his expense within ten working days.

**MONTHLY COPY VOLUME:**

Machines awarded will be capable of producing at least the volume specified. Items offered will be expected to regularly produce the stated number of copies without excessive malfunctions, breakdowns, or service calls. Failure to meet the performance criteria may result in:

1. Mandatory replacement of all units of the deficient model with another machine that meets the specified performance at the same or lower cost to end users as the original model.
2. Cancellation of the contract.
3. Awarding the contract to another bidder for a machine which meets performance criteria with any increase in cost chargeable to the non-performing contractor.

**MODEL UPGRADES:**

The Contractor agrees to install, at no additional cost to the end user, all manufacturer's retrofit upgrades within 90 days of the date the upgrade is introduced by the manufacturer. Upgrades to existing equipment shall not change existing maintenance programs.

**NETWORKING:**

Contractor certifies that the digital copiers offered are compatible with a minimum of Novell Netware and Windows NT networks. Contractors have listed other current compatible network operating systems.

Contractor will provide software support staff who are required to coordinate with agency personnel in charge of the computer network to ensure proper integration of products within the using agency's office environment and to answer questions and concerns on the equipment installed.

Contractors are to provide a toll free telephone number for service support for a minimum of 90 days after installation.

Network installation and after installation network support may be a part of this contract. Contractors have listed any additional costs for this in their originally awarded price list. Customers should plan network requirements and solicit additional costs for networking prior to selection of the machine.

**MAINTENANCE REQUIREMENTS:**

The Contractor agrees to provide maintenance service availability throughout the State of New York during normal working hours, 8:00 a.m. to 5:00 p.m., Monday through Friday, except holidays, to keep the machines in good working order. This includes, but is not limited to:

- (a) Contractor will repair or correct the machines as required to maintain them in good working order. These costs are assumed by the contractor and are inclusive in the maintenance cost quoted per year.

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**MAINTENANCE REQUIREMENTS: (Cont'd)**

- (b) Preventive Maintenance. Preventive Maintenance (PM) shall be based upon specific needs of the individual machine as determined by the contractor. Preventive maintenance shall include lubrication, necessary adjustments and replacement of parts in accordance with the PM schedule established by the manufacturer.
- (c) On-call remedial maintenance, including replacement of unserviceable parts. Parts will be furnished on an exchange basis and will be new parts or equivalent to new in performance when used in these machines. Removed parts become the property of the contractor.
- (d) All maintenance performed must be by fully trained and qualified personnel.
- (e) The Contractor will also have emergency service calling "off" hours and submit rates for such after-hour emergency services.
- (f) A service log will be attached to each machine. The contractor's service representative and the agency will jointly maintain the service log. The log will contain the date and time service was completed, a column for the agency to enter the time and date of the request for service, and the nature of the reason for the service call. Should the cause for the breakdown be attributed (by mutual consent of the contractor, the agency and the Procurement Services Group to operator error, misuse and abuse on the part of the State, or third party defective supplies, the repair time shall not be a factor in determining satisfactory machine performance. The agency will define to the servicing agent, at the time of the service call, if the machine is considered "down."
- (g) The Contractor must maintain at the service facility a sufficient quantity of spare components to provide completion of service, maintenance, and repair or replacement of the item or items furnished within the time frames listed below.
- (h) The maximum period of time, during the working hours as defined above, that an agency will be without the use of their machine because of breakdown will be:
  - 9 working hours in the major metropolitan areas of NYS
  - 18 working hours in other areas of the State
- (i) **SERVICE REPORTS:**

The contractor will submit within 15 working days of the State's request a summary of service on all machines sold under the contract for which there is a maintenance contract, with a minimum of the following data: contractor, manufacturer, model, exact location of machine, date and time of user call for service, date and time service was completed and machine was operational, counter reading, and a brief description of service performed.

**MAINTENANCE PLAN PURCHASED AFTER INITIAL PURCHASE OF EQUIPMENT:**

In those cases where an end user did not purchase the Maintenance Plan at the initial purchase of the equipment, but wishes to enroll in the plan at a later date, the contractor has the right to charge for whatever parts and labor costs may be incurred to bring the machine back to original manufacturer's specs. These charges should be agreed upon by both the end user and contractor before any work commences.

**PERFORMANCE CRITERIA:**

The machines awarded will perform satisfactorily throughout the Guaranteed Performance Period (GPP). During the guarantee period and when a maintenance contract is purchased, the Contractor will schedule regular preventive maintenance (PM) service calls. Scheduled PM calls neither related to, nor coinciding with repair/breakdown calls, will not be considered downtime. The Contractor will make every effort to schedule PM calls during low use period. The machine will be required to operate satisfactorily and produce acceptable copy quality for the effectiveness levels as defined below:

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**PERFORMANCE CRITERIA:** (Cont'd)

1. Where service is required to be performed within (9) working hours a 90% effectiveness level is required.
2. Where service is required to be performed within (18) working hours an 80% effectiveness level is required. (See "Maintenance Requirements.")

The contractor will grant credit to the using agency for any machine that fails to perform at the specified effectiveness level. Whatever percentage of the normal working day the machine is inoperable after the call for service is made, this percentage is subtracted from 100%. If during the billing month, the machine falls below the 90% effectiveness level required in the 9-working day areas or 80% effectiveness level required in the 18-working hour areas, the using agency will be credited for that percentage against the minimum monthly maintenance charge. For example, if an office normally works an 8-hour day, five days per week, that amounts to 160 hours per month. If the machine is inoperable for 20 hours out of that 160-hour month, the machine has an 87.5% effectiveness level for the month. In the 9-working hour areas of a 90% required effectiveness level, the using agency would be eligible for a 2.5% credit from their minimum monthly maintenance charge. They would not be eligible if they were located in the 18-working hour areas at the 80% required effectiveness level. (Please also see Loaner Equipment clause at the bottom of this page).

If the machine is not meeting the manufacturer's performance specifications as represented by the specifications at the time of the bid and therefore producing unacceptable copies for the agency needs (as determined by the agency), the machine will be considered down from the time the service call is placed until the machine is corrected and functioning normally. The using agency will indicate the machine condition if it is considered "down" at the time the call for service is made. The using agency will be credited for downtime, pro-rata.

If the machine falls below the effectiveness level for three consecutive calendar months, the using agency, with the consent of the contractor, will receive from the contractor a replacement machine of the same model, features and performance.

If the replacement machine continues to fall below the effectiveness level the State may invoke any of the same three remedies as defined under "Monthly Copy Volume." None of the above will affect the rights of the State to replacement of equipment under other sections of this contract.

The first 30 days after installation of the original machine will be exempt from the performance requirement.

**LOAN EQUIPMENT:**

Loan equipment will be provided when repair cannot be completed within the above time frame. Loan equipment of comparable production capability will be furnished. Each machine will have a decal or label indicating the name, address and phone number of the nearest service center. The performance criteria will not be chargeable for periods that the contractor has provided loaner equipment of equal or better specifications and production capability.

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**State of New York  
Office of General Services  
PROCUREMENT SERVICES GROUP  
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:**

**OGS PROCUREMENT SERVICES GROUP**  
Customer Services, 37th Floor  
Corning 2<sup>nd</sup> Tower - Empire State Plaza  
Albany, New York 12242

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