

BLANKET PURCHASE ORDER

STATE OF MARYLAND

***** STATE OF MARYLAND *****

BPO NO: 001B6400170

PRINT DATE: 05/09/17

PAGE: 01

SHIP TO:

AS SPECIFIED ON INDIVIDUAL ORDERS

VENDOR ID:

PITNEY BOWES INC
8245 BOONE BLVD

VIENNA, VA 22182
(804)496-6912

REFER QUESTIONS TO:

LISA FORTUNE MCDONALD
(410)767-4084
LISA.MCDONALD@MARYLAND.GOV

ITB:

EXPR DATE: 07/11/17
POST DATE: 10/07/15

DISCOUNT TERMS: . NET 30 DAY
CONTRACT AMOUNT: .00

TERMS:

ARTICLES HEREIN ARE EXEMPT FROM MARYLAND SALES AND USE TAXES BY EXEMPTION CERTIFICATE NUMBER 3000256-3 AND FROM FEDERAL EXCISE TAXES BY EXEMPTION NUMBER 52-73-0358K. IT IS THE VENDOR'S RESPONSIBILITY TO ADVISE COMMON CARRIERS THAT AGENCIES OF THE STATE OF MARYLAND ARE EXEMPT FROM TRANSPORTATION TAX.

VENDOR TELEPHONE NUMBER: (804) 496-6912

VENDOR TO SUPPLY MAIL ROOM EQUIPMENT, SUPPLIES AND MAINTENANCE
ACCORDING TO THE WSCA/NASPO CONTRACT NUMBER ADSP011-00000411-7,
WITH THE STATE OF ARIZONA.

MODIFICATION #4: EXPIRATION DATE HAS BEEN CHANGED TO
JULY 11, 2017. THERE ARE NO REMAINING RENEWAL
OPTIONS.
MODIFICATION #3: EXPIRATION DATE HAS BEEN CHANGED TO
APRIL 11, 2017. THERE ARE NO REMAINING RENEWAL
OPTIONS.
MODIFICATION #2: EXPIRATION DATE HAS BEEN CHANGED TO
JANUARY 11, 2017. THERE ARE NO REMAINING RENEWAL
OPTIONS.
MODIFICATION #1: EXPIRATION DATE HAS BEEN CHANGED TO
OCTOBER 11, 2016. THERE ARE NO REMAINING RENEWAL
OPTIONS.

PITNEY BOWES, INC. HAS A 2% MBE GOAL THAT WAS REVIEWED
AND APPROVED BY DGS PEER REVIEW GROUP.
PROCESSING FEE

1.
CONTRACTOR SHALL PAY A PROCESSING FEE TO THE STATE IN THE AMOUNT OF
ONE PERCENT (1%) OF THE TOTAL CONTRACT SALES. THE PROCESSING FEE IS
CALCULATED BASED ON ALL SALES TRANSACTED UNDER THE CONTRACT,

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TERMS (cont'd):

MINUS, ANY RETURNS OR CREDITS. THE PROCESSING FEE SHALL NOT BE CHARGED DIRECTLY TO THE CUSTOMER, E.G., AS A SEPARATE LINE ITEM, FEE OR SURCHARGE, BUT SHALL BE INCLUDED IN THE CONTRACTS UNIT PRICES.
2.

THE PROCESSING FEE SHALL BE SUBMITTED TO THE DEPARTMENT OF GENERAL SERVICES, FISCAL SERVICES DIVISION, 301 W. PRESTON STREET, ROOM 1309, BALTIMORE, MD., 21201, WITHIN TEN (10) CALENDAR DAYS FOLLOWING THE END OF EACH CALENDAR MONTH ALONG WITH A MONTHLY USAGE REPORT DOCUMENTING ALL CONTRACT SALES. AN EXCEL VERSION OF THE MONTHLY USAGE REPORT SHALL ALSO BE EMAILED TO THE PROCUREMENT OFFICER.

3.
FAILURE TO REMIT PROCESSING FEES IN A TIMELY MANNER OR REMITTANCE OF FEES INCONSISTENT WITH THE CONTRACT'S REQUIREMENT MAY RESULT IN THE STATE EXERCISING ALL RECOURSE AVAILABLE UNDER THE CONTRACT INCLUDING, BUT NOT LIMITED TO, A THIRD PARTY AUDIT OF ALL CONTRACT ACTIVITY. SHOULD AN AUDIT BE REQUIRED BY THE STATE, THE CONTRACTOR SHALL REIMBURSE THE STATE FOR ALL COSTS ASSOCIATED WITH THE AUDIT UP TO \$10,000.00 OR ONE (1%) PERCENT OF THE CONTRACT'S ESTIMATED ANNUAL VALUE, WHICH EVER IS HIGHER.

CONTRACT RESTRICTIONS: VENDOR MAY NOT PROVIDE ANY PRODUCTS THAT ARE ALREADY BEING SUPPLIED UNDER A CURRENT BLANKET CONTRACT WITH THE DEPARTMENT OF GENERAL SERVICES. ONCE THOSE CONTRACTS EXPIRE INCLUDING ANY RENEWAL OPTIONS, NEOPOST USA, INC., MAY THEN SUPPLY THESE PRODUCTS AT THE DISCOUNTED PRICES AS INDICATED UNDER THIS AGREEMENT.

PITNEY BOWES, INC., CONTRACT DISCOUNT PRODUCT CATEGORY: THIS IS A LISTING OF CATEGORIES SUPPLIED UNDER THIS AGREEMENT. FOR EXACT PRICING LOG ONTO WWW.SPO.AZ.GOV/DIRECT_SERVICES/STATEWIDE/WSCA_PAS/ADSP01100000411.ASP.

THIS CONTRACT IS SUBJECT TO THE ATTACHED TERMS AND CONDITIONS FOR COMMODITY CONTRACTS OVER \$25,000.

CHANGES

- A. THE STATE AND PITNEY BOWES, INC., HAVE AGREED TO INCORPORATE THE ATTACHED MARYLAND TERMS AND CONDITIONS FOR COMMODITY CONTRACTS OVER \$25,000. IN THE EVENT OF A CONFLICT BETWEEN THE ATTACHED MARYLAND TERMS AND CONDITIONS FOR COMMODITY CONTRACTS OVER \$25,000 AND THE TERMS AND CONDITIONS OF THE WSCA CONTRACT AGREEMENT, NUMBER ADSP011-00000411-7, WITH THE STATE OF ARIZONA, THE TERMS OF THE MARYLAND TERMS AND CONDITIONS FOR COMMODITY CONTRACTS OVER \$25,000 WILL TAKE PRECEDENCE OVER TERMS CONTAINED IN WSCA CONTRACT, NUMBER

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TERMS (cont'd):

ADSP011-00000411-7.

<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>	
0004	60071-000099	EA		
MAIL ROOM EQUIPMENT, (LEASED), MAILING MACHINES, SCALES, FOLDING/INSERTING EQUIPMENT, SYSTEMS ETC.				
BASE UNIT				
0005	60071-000099	EA		
MAIL ROOM EQUIPMENT, (LEASED), MAILING MACHINES, SCALES, FOLDING/INSERTING EQUIPMENT, SYSTEMS ETC.				
OPTIONAL ACCESSORIES				
0006	60071-000099	EA		
MAIL ROOM EQUIPMENT, (LEASED), MAILING MACHINES, SCALES, FOLDING/INSERTING EQUIPMENT, SYSTEMS ETC.				
MAILROOM EQUIPMENT OPERATING SUPPLIES				

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<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>	
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0007	60071-000099	EA		
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MAIL ROOM EQUIPMENT, (LEASED), MAILING MACHINES, SCALES, FOLDING/INSERTING
EQUIPMENT, SYSTEMS ETC.

MAILROOM EQUIPMENT MAINTENANCE CONTRACTS

_____ END OF ITEM LIST _____

VENDOR FEDERAL IDENTIFICATION NUMBER: 1060495050

VENDOR TELEPHONE NUMBER FOR PLACING ORDERS: (804) 496-6912

VENDOR CONTACT PERSON: ERIC SCHMUDE

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AUTHORIZED BY: _____ **DATE:** _____

BUYER AUTHORIZED DESIGNEE