

Revised Purchase Order



Sales Tax Exemption

Texas A&M University - Kingsville is exempt from state and municipal sales taxes under Chapter 20 Title 122A, revised Civil Statutes of Texas, for all purchases made for the exclusive use of Texas A&M University - Kingsville.

The laws of the State of Texas shall govern this Purchase Order.

Member of the Texas A&M University System.

Order acceptance instructions:

Vendor guarantees that the products delivered or the services performed as a result of this Purchase Order will meet or exceed all specifications herein. Any exceptions to the pricing or the description contained herein must be approved by the Texas A&M University-Kingsville Procurement Services Department prior to shipping.

| Purchase Order  |                        |                    |               |
|---|------------------------|--------------------|---------------|
| Purchase Order Date   | PO/Reference No.       | Revision No.       | Revision Date |
| Feb 12, 2024  | AB0888739              | 3                  | May 9, 2024   |
| <b>Contact instructions for questions regarding this Purchase Order:</b><br>If Buyer Contact information is listed below, please contact the Buyer.<br>If not, please contact the Customer. |                        |                    |               |
| <b>Buyer Contact:</b>   |                        |                    |               |
| Buyer   | Buyer Email            | Buyer Phone Number |               |
| rme - Erben, Rachel   | Rachel.Erben@tamuk.edu | 361.593.4068       |               |
| <b>Customer Contact:</b>  |                        |                    |               |
| Name:   | Sylvia Martinez        |                    |               |
| Email:  | KASAM00@TAMUK.EDU      |                    |               |
| Phone:  | +1 361-593-4092        |                    |               |

| Supplier Information     |  | Delivery Information        |   |
|--------------------------|--|-----------------------------|---|
| Supplier Name            | RICOH USA INC  | <b>Delivery Address</b>     |   |
| Address                  | PO BOX 650016<br>DALLAS, Texas 752650016 United States | TAMUS Member:               | 17-Texas A&M University - Kingsville (17) |
| Phone                    | +1 800-595-1011  | Attn:                       | Sylvia Martinez                           |
| FOB / FREIGHT            | Destination  | Library                     |   |
| Pre-Pay & Add            | No   | Jernigan Library            |   |
| Payment Terms            | 0, Net 30  | Room                        | 101                                       |
| Contract Number - Header | Buyboard award #713-23                                 | c/o Central Receiving       |   |
| Contract Number - Line   | no value   | 1255 Retama Dr              |   |
| Quote number             |  | Kingsville, TX 78363        |   |
|                          |  | United States               |   |
|                          |  | <b>Delivery Information</b> |   |
|                          |  | Required Delivery Date      |   |
|                          |  | Ship Via                    | Best Carrier-Best Way                     |

| Notes to Supplier |     |                                     |  |
|-------------------|-----|-------------------------------------|--|
| <b>PO Clauses</b> |     |                                     |  |
| Header            | 001 | No Collect Freight Charges Accepted | Neither COD nor "Collect" freight or handling charges will be accepted.  |
|                   | 600 | Prevailing T's & C's - Agreements   | The Terms and Conditions of the State and the University are included in this Agreement and shall prevail. The Terms and Conditions can be reviewed at: <a href="https://www.tamuk.edu/finance/procurement/purchasing/allforms.html">https://www.tamuk.edu/finance/procurement/purchasing/allforms.html</a>  |
|                   | 640 | F.O.B. Destination                  | All pricing must be F.O.B. Destination.  |
|                   | 650 | Public Information Act              | Public Information.<br>(a) [PROVIDER] acknowledges that [MEMBER] is obligated to strictly comply with the Public Information Act, Chapter 552, Texas Government Code, in responding to any request for public information pertaining to this Agreement, as well as any other disclosure of information required by applicable Texas law.<br><br>(b) Upon [MEMBER]'s written request, [PROVIDER] will provide specified public information exchanged or created under this Agreement that is not otherwise excepted from disclosure under chapter 552, Texas Government Code, to [MEMBER] in a non-proprietary format acceptable to [MEMBER]. As used in this provision, "public information" has the meaning assigned Section 552.002, Texas Government Code, but only includes information to which [MEMBER] has a right of access. |

(c) [PROVIDER] acknowledges that [MEMBER] is required to post a copy of the fully executed Agreement on its Internet website in compliance with Section 2261.253(a)(1), Texas Government Code.

|     |                          |   |
|-----|--------------------------|---|
| 655 | COVID-19 Delivery Clause | Please be advised that Texas A&M University-Kingsville is currently operating with limited employees as per COVID-19 Social Distancing recommendations. Please ensure that a delivery date and time is coordinated and confirmed with the Customer Contact (indicated on the PO) in order to avoid issues with deliveries. Texas A&M University-Kingsville remains committed to our suppliers and contractors during these challenging times. For questions regarding delivery to the Central Receiving compound, please email <a href="mailto:centralreceiving@tamuk.edu">centralreceiving@tamuk.edu</a> . |
|-----|--------------------------|---|

| Line No. | Product Description  | Catalog No.            | Size / Packaging | Unit Price | Quantity | Ext. Price   |
|----------|--|------------------------|------------------|------------|----------|--------------|
| 1 of 12  | <<<<<<<<<<<<<<<<<< LINE MODIFIED >>>>>>>>>>>>>>>>>>>         |                        |                  |            |          |              |
|          | RICOH IM2500 B/W Printer/Scanner/Copier rental renewal FY 24 | Buyboard award #713-23 | MON              | 198.92 USD | 4 MON    | 795.68 USD   |
|          |  |                        |                  |            |          |              |
| 2 of 12  | <<<<<<<<<<<<<<<<<< LINE MODIFIED >>>>>>>>>>>>>>>>>>>         |                        |                  |            |          |              |
|          | RICOH IMC3010 COLOR Printer/Scanner/Copier FY 24             | Buyboard award #713-23 | MON              | 285.24 USD | 4 MON    | 1,140.96 USD |
|          | External Note Buyboard award #713-23                         |                        |                  |            |          |              |
| 3 of 12  | <<<<<<<<<<<<<<<<<< LINE ADDED >>>>>>>>>>>>>>>>>>>            |                        |                  |            |          |              |
|          | RICOH IM2500 B/W Printer/Scanner/Copier rental renewal FY 25 | Buyboard award #713-23 | MON              | 198.92 USD | 12 MON   | 2,387.04 USD |
|          |  |                        |                  |            |          |              |
| 4 of 12  | <<<<<<<<<<<<<<<<<< LINE ADDED >>>>>>>>>>>>>>>>>>>            |                        |                  |            |          |              |
|          | RICOH IM2500 B/W Printer/Scanner/Copier rental renewal FY 26 | Buyboard award #713-23 | MON              | 198.92 USD | 12 MON   | 2,387.04 USD |
|          |  |                        |                  |            |          |              |
| 5 of 12  | <<<<<<<<<<<<<<<<<< LINE ADDED >>>>>>>>>>>>>>>>>>>            |                        |                  |            |          |              |
|          | RICOH IM2500 B/W Printer/Scanner/Copier rental renewal FY 27 | Buyboard award #713-23 | MON              | 198.92 USD | 12 MON   | 2,387.04 USD |
|          |  |                        |                  |            |          |              |
| 6 of 12  | <<<<<<<<<<<<<<<<<< LINE ADDED >>>>>>>>>>>>>>>>>>>            |                        |                  |            |          |              |
|          | RICOH IM2500 B/W Printer/Scanner/Copier rental renewal FY 28 | Buyboard award #713-23 | MON              | 198.92 USD | 12 MON   | 2,387.04 USD |
|          |  |                        |                  |            |          |              |
| 7 of 12  | <<<<<<<<<<<<<<<<<< LINE ADDED >>>>>>>>>>>>>>>>>>>            |                        |                  |            |          |              |
|          | RICOH IM2500 B/W Printer/Scanner/Copier rental renewal FY 29 | Buyboard award #713-23 | MON              | 198.92 USD | 8 MON    | 1,591.36 USD |
|          |  |                        |                  |            |          |              |
| 8 of 12  | <<<<<<<<<<<<<<<<<< LINE ADDED >>>>>>>>>>>>>>>>>>>            |                        |                  |            |          |              |
|          | RICOH IMC3010 COLOR Printer/Scanner/Copier FY 25             | Buyboard award #713-23 | MON              | 285.24 USD | 12 MON   | 3,422.88 USD |
|          |  |                        |                  |            |          |              |
| 9 of 12  | <<<<<<<<<<<<<<<<<< LINE ADDED >>>>>>>>>>>>>>>>>>>            |                        |                  |            |          |              |
|          | RICOH IMC3010 COLOR Printer/Scanner/Copier FY 26             | Buyboard award #713-23 | MON              | 285.24 USD | 12 MON   | 3,422.88 USD |
|          |  |                        |                  |            |          |              |

| Billing Information  | Billing Address   |
|--|---|
| <p>To assure timely payment please e-mail invoices to the email provided in the bill to address. If the invoice is sent via email, please do not send a duplicate copy through the mail. Only if email is not an option then submit invoices to the billing address indicated in the "Billing Address" section. To inquire about electronic invoicing via cXML, CSV or PO flip through the supplier portal, e-mail vendorhelp@tamu.edu.</p> <p>Invoice must include the PO/Reference number shown above.</p> | <p>Texas A&amp;M University-Kingsville<br/>Procurement</p> <p>***Do Not Mail Invoices***</p> <p>Email invoices to <a href="mailto:invoices@tamuk.edu">invoices@tamuk.edu</a><br/>700 University Blvd<br/>MSC 212<br/>Kingsville, TX 78363<br/>United States</p> |