

STATE OF NEW HAMPSHIRE
Department of Administrative Services
Division of Procurement and Support Services
Bureau of Purchase and Property
State House Annex
Concord, New Hampshire 03301

Date: July 3, 2019

NOTICE OF CONTRACT

COMMODITY: FUEL, PROPANE, Temporary Worksite

CONTRACT NUMBER: 8002520

NIGP CODE: 405-0300

CONTRACTOR: RYMES HEATING OILS INC Vendor No.: 177233

Contact: Kerry Mattson
Phone: (603) 228-2224 or (800) 773-0309
Email: kerrym@rymes.com

CONTRACT PERIOD: August 1, 2019 THROUGH JULY 31, 2021

PRICING: \$0.10 discount from contractor's lowest retail rate on date of delivery. No rental or delivery fees shall be charged.

INVOICING/PAYMENTS: Invoices shall be submitted on the basis of each delivery, and shall clearly indicate the **quantity, description, pricing (retail rate and discount), date of delivery and contract number.**
Payments shall be made via P-card upon receipt of invoice.

ORDERING: Orders and deliveries are to be coordinated directly with contractor. **‘*At time of order agencies must identify that order is for a temporary worksite AND Contract #8002520.***
All parties are responsible for establishing proper identification for individuals authorized to utilize the contract. Contract number must be legible on all documents.

DELIVERY/REFILL: Agency may establish fixed or as needed schedules for delivery of propane tank filling or exchange to temporary work sites. Parameters scope and schedule to be determined by requesting agency.

- Contractor shall not charge any additional fees.
- Agency shall maintain a clear sanded road for access by delivery vehicle.
- Agency shall allow up to 3 calendar days for fuel delivery or tank replacement after receipt of order.
- Tank size shall be shall be determined between requesting agency and the Contractor.

MINIMUM/MAXIMUM ORDER: No minimum order shall apply.
Maximum order allowed is **\$1,999.00 per transaction per day.**

QUESTIONS: Ryan Aubert, Purchasing Agent
(E) Ryan.Aubert@das.NH.Gov
(P) 603-271-0580