

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 19, 2019

NOTICE OF CONTRACT - NASPO PARTICIPATION

COMMODITY: MAILROOM EQUIPMENT, EQUIPMENT RENTAL, SUPPLIES, AND MAINTENANCE

CONTRACT NO.: 8002561

NIGP: 600-7100

VENDOR: BlueCrest **VENDOR#:** 303666
37 Executive Drive
Danbury, CT 06810

CONTACT PERSON: Tom Tanaka
Tel. No.: (310) 373-6992
E-Mail: Tom.Tanaka@bluecrestinc.com

EFFECTIVE FROM: July 16, 2019 through May 14, 2022

SCOPE: This contract is to be used for the purchase of new Mailroom Equipment, Mailroom Equipment Rental, Supplies, and Maintenance.

PURPOSE: Any purchase of new mailroom equipment must be competitively bid out by the Bureau of Purchase and Property unless there is sufficient justification for a "sole source" purchase. Contractors shall submit bids using Contract #ADSP016-169897 pricing or better.

The State of New Hampshire intends to use the contract awards in two ways:

First - For purchase that would normally be put on bid, the Bureau of Purchase of Property would request quotes from the award contractors in each Category and Sub-Category and to purchase the equipment from the contractor with the lowest pricing who meets the specifications of the purchasing agency.

Second – For equipment that would normally be purchased by the State as a "sole source", the State would purchase equipment from that particular manufacturer or their designated representative in the State.

Any agency requesting a "sole source" purchase must provide justification.

The State of New Hampshire reserves the right to put any item(s) out to bid at any time in the future and to pursue whatever process is in the best interest of the State.

ORDERING: All Purchase Orders/Requisitions must contain the following: NASPO Contract: ADSPO16-169897 and State Contract Number.

INVOICING & PAYMENTS: Terms are NET 30 days from the date of invoice. In the event an order is shipped incomplete (partial), the Purchasing Entity shall pay for each shipment as invoiced by the Contractor unless the Purchasing Entity has clearly specified "No Partial Shipments" on each order.

DELIVERY TIME: Within 30 business days of receipt of a Purchase Order.

F.O.B.: F.O.B. destination to any location with the State of New Hampshire.

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