

STATE OF NEW HAMPSHIRE
BUREAU OF PURCHASE AND PROPERTY
STATE HOUSE ANNEX - ROOM 102
25 CAPITOL ST
CONCORD NH 03301-6398

AUGUST 29, 2016

NOTICE OF CONTRACT
WSCA/NASPO PARTICIPATION

EXTENDED

ALL PURCHASE ORDERS/REQUISITIONS MUST CONTAIN THE FOLLOWING: WSCA/NASPO CONTRACT
#ADSP011-00000411-4

COMMODITY: NEOPOST MAILROOM EQUIPMENT, SERVICES AND SUPPORT

CONTRACT #: 8001359

NIGP CODE: 600-7100

CONTRACTOR: NEOPOST USA INC. #177857
478 WHEELERS FARMS ROAD
MILFORD, CT 06461

AUTHORIZED LOCAL CONTACTS:

FORMAX
44 VENTURE DR.
DOVER, NH 03820

ERIC ROYAL
TEL: 800 232-5535 EXT: 39
E-MAIL: eroyal@formax.com

WEB SITE www.neopostinc.com – NEOPOST BRAND
www.haslerinc.com – HASLER BRAND

CONTRACT PERIOD: FEBRUARY 28, 2013 THROUGH OCTOBER 12, 2013

EXTENSION PERIOD: OCTOBER 13, 2013 THROUGH OCTOBER 12, 2014

EXTENSION PERIOD: OCTOBER 12, 2014 THROUGH OCTOBER 11, 2016

EXTENSION PERIOD: OCTOBER 12, 2016 THROUGH JANUARY 11, 2017

TERMS: NET 30 DAYS

DELIVERY TIME: DEPENDS ON PRODUCT REQUIRED

ORDERING: ORDERS UNDER \$500, USE FIELD PURCHASE ORDER. ORDERS OVER \$500
SUBMIT REQUISITION

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 # **ADSP011-00000411-4** pricing or better.

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

First – For purchases that would normally be put out for bid, our intention instead would be for the Bureau of Purchase and Property to request quotes from the awarded 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" (purchase of equipment that would need to be compatible with existing equipment) we 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.

SCOPE

This contract is to be used for the purchase of new Mail Room Equipment, Services and Support.

DELIVERY

Delivery is to be made FOB destination for any order.

For further information contact:
Bob Lawson, Purchasing Agent
Tel: (603) 271-3147
Bob.lawson@nh.gov