

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

Date: 11/2/16

NOTICE OF CONTRACT
(Updated)

COMMODITY: DELL COMPUTER EQUIPMENT, PERIPHERALS, AND RELATED SERVICES

CONTRACT NO.: State of NH # 8001863 ValuePoint # WN22AGW

NIGP: 204-0000

VENDOR: Dell Marketing Lp **VENDOR #:** 177823
 PO Box 676021
 Dallas, TX 75267-6021

ORDER PLACEMENT Red River Computer Co. **VENDOR #:** 276252
 21 Water St.
 Suite 500
 Claremont, NH 03743

CONTACT PERSON(S): CONTACT FOR QUOTES/PO's/ORDER STATUS/BILLING/SALES
 Helen Archibald
 Inside Account Manager
 Red River
 Main Line (800)769-3060
 Direct Line (603)442-5580
 Fax (603)448-8844
Helen.Archibald@redriver.com

CONTACT FOR GENERAL QUESTIONS
 Patrick Lyons
 Channel Account Manager
 Dell, Inc.
 Office (603)430-2156
 Mobile (603)205-2639
Patrick.Lyons@dell.com

Mherdad Didehbani
 Account Executive, LI Sales-LargePublic NE Region
 603-322-3393 (Office/Mobile)
mherdad_didehbani@dell.com

EFFECTIVE FROM: October 1, 2015 **Through:** March 31, 2017

TERMS: Net 30

QUOTES

Agencies are to contact Red River Computer Co. or Dell Directly for price lists and/or quotations and delivery times. The State of New Hampshire DoIT Standards for desktops will be placed through Red River. For other Dell items not listed on the IT Standard list quotes may be requested through either Dell directly or Red River Computer at the contacts listed above. DoIT Standards can be found here:

<http://nhstaff.nh.gov/doi/intranet/toolbox/procurement/standardproducts.php>

ORDERING PROCEDURE

For orders over \$500 a Requisition must be submitted to the Bureau of Purchase & Property. Any order over \$500 must be approved by DoIT.

Agencies may place orders with a total value of \$500.00 or less by issuing a Field Purchase Order (P-8) directly to Red River Computer Co. or Dell directly. No agency shall use consecutive Field Purchase Orders to split orders, which total more than \$500.

Political sub-divisions and authorized non-profit organizations shall utilize their own individually established ordering procedures

SUBSTITUTIONS

If the product is discontinued by the manufacturer before delivery of an order, automatic substitutions must not be made. The Bureau of Purchase and Property must issue a Change Order before a substitution may be made.

PURCHASE OUTSIDE OF CONTRACT

The State reserves the right to purchase computer products outside of the contract where it is deemed appropriate by the Bureau of Purchase and Property.

DELIVERY - The Contractor will be responsible for delivery of the ordered equipment, within 20 Business days of receipt of a Purchase Order, in its entirety and in proper working condition to the destination specified on the purchase order. If the seller cannot fulfill the order within this time in its entirety, the seller must immediately inform the purchasing agency of this with a revised delivery date. The purchasing agency then has the option of canceling the order or granting the seller a waiver, through a change order issued by the Bureau of Purchase and Property.

Material received damaged or "Dead on Arrival" shall be replaced within four business days of notification by the Agency. If this is not possible, the State reserves the right to cancel the order or may require loaner of at least equal functionality or repair of the equipment according to the service level on the invoice until delivery can be made.

Shipments must be properly packaged/tied; etc. to meet accepted commercial standards without extra charge to the State of New Hampshire.

RETURNS - Return authorizations and credits shall be provided without a restocking fee or other penalty for all items, unless noted on the original quote provided by the Vendor and agreed to by the purchasing agency, for up to 30 days from receipt of shipment. All return shipping charges shall be the responsibility of the Vendor

INVOICING - Invoicing shall be done at the time order ships. Invoices shall clearly indicate the PO#, quantity, description, date of delivery, as well as the net price to the State of New Hampshire. The invoice may reflect any additional discount offered by the Contractor (i.e., earlier payment, quantity/case lot discount).

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 Purchase Order. In any instance, payment shall not be reasonably withheld.

QUESTIONS: Direct any questions to Paul Rhodes, 603-271-3350 or paul.rhodes@nh.gov