

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

NOTICE OF CONTRACT

DATE: 11/25/2015

SECONDARY CONTRACT
THE SECONDARY CONTRACT SHALL BE USED FOR "NON-PLANNED" OR "URGENT"
PURCHASES FOR ITEMS NEEDED TO COMPLETE A WORK IN PROGRESS.

COMMODITY: AUTOMOTIVE - FORD REPLACEMENT PARTS
CONCORD NH LOCATIONS ONLY

NIGP CODE: 060-7100

CONTRACT #: 8001939

CONTRACTOR: GRAPPONE FORD CONTRACTOR # 174081 P001
PO BOX 1200
CONCORD NH 03302-1200

CONTACT PERSON: PENNY STAFFORD
Telephone: 226-8051
Facsimile: 226-8006
E-Mail: pstafford@grappone.com

CONTRACT TERM:

The term of the contract shall be from December 1, 2015 through **NOVEMBER 30, 2018**, a period of approximately 3 years.

TERMINATION:

The State of New Hampshire shall have the right to terminate the purchase contract at any time by giving the Contractor a thirty (30) day written notice.

CONTRACT PRICES:

The DISCOUNTS shall remain firm for the entire term of the contract and any extension thereof and shall include delivery and all other charges. PRICE INCREASES ARE ACCEPTABLE AS THE FORD MANUFACTURERS LIST PRICE SCHEDULE CHANGES, BUT THE DISCOUNTS WILL REMAIN FIRM.

ABILITY TO PROVIDE:

The Contractor must be capable of providing the State of New Hampshire Department of Safety, Department of Transportation, Mechanical Services and all state agencies with their entire requirements without any delay or substitution.

ORDERING PROCEDURE:

State agencies in Concord NH shall place their orders direct to Contractor by fax or other acceptable methods. All orders must show state contract number, agency billing, shipping, contact person and telephone number. Orders that total more than \$10,000 must be submitted to the Bureau of Purchase and Property on a form designated by the Bureau. Agencies and the Contractor shall be responsible for establishing proper identification for individuals authorized to use contracts.

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

MINIMUM ORDER:

There is no minimum order.

DELIVERY TIME:

The Contractor shall be required to stock the listed parts and deliver the items according to the following schedule. FOR DEPARTMENT OF SAFETY AND DEPARTMENT OF TRANSPORTATION CONCORD NH LOCATIONS AND OTHER STATE AGENCIES LOCATED IN CONCORD NH

STOCK ITEMS: The Contractor will be required to accomplish delivery of any stock items ordered under the contract as follows:

If an order is placed for stock items before 10 AM, they shall be delivered the same day before 4 PM. Orders placed after 10 AM will be delivered the next business day morning. Balance of product line items ordered under the contract shall be delivered within **two (2)** working days (**EXCEPT FOR FACTORY BACK ORDERS**) from the receipt of the order.

DELIVERY TIME- ALL STATE AGENCIES

ALL STATE AGENCIES MAY PICK-UP ITEMS AT THE CONTRACTORS LOCATION USING THE PRICING SCHEDULE AND DISCOUNTS.

EXPRESS SHIPPING CHARGES

The State of New Hampshire will be responsible for paying EXPRESS shipping charges on "NON-STOCK" or "SPECIAL ORDER" items not usually stocked by the Contractor if the requester deems the item urgent and approves the use of express shipping.

RETURNED GOODS:

The Contractor must resolve all order and invoice discrepancies within five business days from notification. Products returned due to quality issues, duplicate shipments, over-shipments, etc. must be picked up by the Contractor within five business days of notification with no restocking or freight charges, and must be replaced with specified products or the agency will be refunded/credited for the full purchase price. Unauthorized substitutions for any products are not allowed.

Standard stock products ordered in error by the State of New Hampshire must be returned for full credit within fifteen days of receipt. Products must be in re-saleable condition (original container, unused) and there will be no restocking fee charged for these products. The using agency will be responsible for any freight charges to return these items to the Contractor.

USAGE REPORTING:

If requested, the Contractor shall be required to submit a quarterly report for analysis to determine contract compliance.

- I. Contract number
- II. Utilizing agency
- III. All products purchased
- IV. Showing the manufacturer, item, part number, list price and the final cost after discount

INVOICING:

Invoicing shall be done on the basis of each order completed. Invoices shall clearly indicate the contract number, quantity, description, packaging, date delivered, and contract price. Invoicing for political sub-divisions and authorized non-profit organizations will be in accordance with their individual requirements.

PAYMENT:

Payments shall be made via ACH and/or Procurement Card (P-Card –Visa Credit Card). Use the following link to enroll with the State Treasury for ACH payments:

<http://www.nh.gov/treasury/Divisions/DocsForms/Tforms.htm?inc=P>

The resulting contract has mandatory Procurement Card usage for agencies enrolled in the State P-Card Program.

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GRAPPONE FORD		
ITEM	PART #	DISC
#1	4C3Z9E527BRM INJECTOR	25%
#2	BRS*110* SEAL	40%
#3	5C3Z*1125*CA ROTOR	32%
#4	BC3Z*3050*D JOINT	35%
#5	8C3Z*9E527*DRM REMAN	25%
#6	4L3Z*9D370*A CONTROL	30%
#7	BR*1161*B KIT	40%
#8	3L3Z*12029*BA COIL ASSY	40%
#9	8C3Z*9229*A KIT	35%
#10	8C3Z*9T514*C KIT	35%
#11	8L3Z*12029*A IGN COIL	40%
#12	8L3Z*3B676*B SHAFT	35%
#13	BRRF*3* ROTOR	40%
#14	7C3Z*4221*A BEARING	35%
#15	8C3Z2562901CA COVER ASY SEAT	35%
#16	C3Z25632A23D PAD SEAT	35%
#17	DY*835* SENSOR	40%
#18	FT*144* SCREEN	55%
#19	6F2Z*1A193*D KIT	40%
#20	6L3Z*3A713*E TUBE	35%
#21	7C3Z*7B155*B FILTER	55%
#22	7C3Z*7R081*B TUBE ASSY	35%
#23	7C3Z*7R081*D TUBE	35%
#24	7L3Z*7R081*B TUBE ASSY	35%
#25	8C3Z*9G756*A FUEL PRESS SENS	35%
#26	9E5Z*2C026*B ROTOR	40%
#27	ASH*1044* SHOCK	40%
#28	3F2Z*18591*AA RESISTOR	40%
#29	FD4615 ELEMENT	50%
#30	FL2016 FILTER	45%
#31	FD4617 FILTER	45%
#32	FD4616 FILTER	45%
#33	FD4595 FILTER	45%
#34	9L3Z1A189A TIRE PRESSURE	45%
#35	6L3Z3C294AA RETAINER	40%

BALANCE OF PRODUCT LINE	
DISCOUNT FROM THE FORD MOTOR COMPANY MANUFACTURERS LIST PRICE SCHEDULE	
FORD REPLACEMENT PARTS	34%
POWER TRAIN (ENGINES/TRANSMISSIONS)	15%
COLLISION/BODY PARTS	28%

QUESTIONS: ALAN HOFMANN
Purchasing Manager
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