

INSTRUCTIONS

IMPORTANT: The applicable contract number and part number must be shown on each purchase order and copy, each facsimile transmission and given verbally when telephonic orders are placed.

1. Orders. Unless otherwise instructed by the Division of Purchases and Supply, all departments, institutions and agencies of the Commonwealth of Virginia will order items through eVA. form.
2. Purchase orders will be submitted to the Contractor via the Commonwealth of Virginia's electronic procurement system, also known as eVA. The orders will be governed by this agreement and the terms and conditions contained in the separate agreement for participation in eVA executed by the contractor.
3. If this contract is authorized for use by localities, Virginia cities, counties, towns and political subdivisions, orders will be placed through eVA to the maximum extent possible.
4. The applicable contract number, federal employer identification number (FEI), and item number (for itemized contracts) must be shown on each purchase order and copy, each facsimile transmission or given verbally when telephonic orders are placed.
5. Inspection on delivery and approval of vendor's invoice is the responsibility of receiving state agency, Virginia city, county, town or political subdivision.
6. Any complaint as to quality, faulty or delinquent delivery, or violation of contract provisions by contractor shall be reported to the Division of Purchases and Supply for handling with the contractor. Preprinted forms (DGS-41-024), by which to facilitate the notification of the contractor and this office of complaints, are available from the Division of Purchases and Supply (786-8873).
7. Renewals. This contract may be renewed by the Commonwealth upon written agreement of both parties for four successive one-year periods. The decision as to whether to exercise the renewal option will be made by the contract officer approximately 90 days in advance of the expiration date of the current term.
8. Price Adjustments. During the current term of the contract, price escalation may be allowed every 365 days, if justified. The contract officer makes the decision to allow or deny a request for increase based upon the documentation submitted by the contractor. The contractor is required to pass on any price reductions immediately. **IMPORTANT!** All price increases must be approved by the contract officer. Contract users will be sent a Notice of Contract Change from this office as official notification of such changes, if approved.
8. Discount Percentage: Lamps covered under this solicitation are classified as Photographic, Photo-Optic, Audio-Visual, and Specialty Lamps, including but not limited to, Photo Flash, Photo Flood, Projection, Studio, Sound and Enlarger.

This contract offers a **75.0 percent discount (multiplier .25)** off the Osram Sylvania Product Price Schedule 01-2 Photo-Optic Specialty Lamps PL-375 Suggested Retail Prices Effective March 1, 2001. A copy of the Price Schedule is a part of attached this document.

9. Minumum Orders: \$100.00 will be the minimum order requirement for F.O.B. Delivered to ordering agency within the Commonwealth of Virginia. For orders of less than \$100.00, the contractor will be permitted to add actual transportation cost (prepaid) to invoice for payment, or the agency may purchase such order off contract from other sources. Partial shipments of less than the minimum order value which are made at the option of the contractor shall be made F.O.B. Delivered with no transportation charges added. If at the agency's request shipments are below the minimum order value, the contractor may add actual transportation cost to invoice for payment.
10. Order Quantities: State agencies and public bodies may order any quantity of any lamp, regardless of the standard package quantities as shown in the Product Price Schedule. However, see minimum order requirement above.
11. Delivery Point: Except when otherwise specified herein, all items shall be F.O.B. Delivered to any point within the Commonwealth of Virginia as directed by ordering department, institution or agency of the Commonwealth or Public bodies of the Commonwealth as defined in Section 11-37 of the Virginia Public Procurement Act.
12. Special Educational or Promotional Discounts: The Contractor shall extend any special educational or promotional sale prices or discounts immediately to the Commonwealth during the term of the contract. Such notice shall also advise the duration of the specific sale or discount price.
13. Quantity Discounts: For individual orders totaling \$3,000 or more for delivery to one location, the Commonwealth reserves the right to request additional discounts from the Contractor and/or request bids separate and apart from any contract that may result from this solicitation.
14. Packaging: All items shall be securely packaged and packed in fiberboard or equivalent boxes that will assure acceptance by a common carrier and provide adequate protection against damage and loss during multiple shipments, handling and storage.
15. Warranty: Problem or defective lamps should be reported to Camcor, Inc. Camcor, Inc. will issue a UPS call tag and a return authorization number which must accompany the merchandise. There will be no freight or delivery charge to State agencies and other public bodies for returning problem or defective lamps. Replacement lamps will be shipped at no charge to the State agency or other public body.

Contract Officer: Nancy Rowe
Contract Period: May 1, 2012 through April 30, 2013

VENDORS NAME/ ADDRESS / PHONE

Company

Phone & Fax

Camcor, Inc.
P. O. Box 1899
2273 S. Church Street
Burlington, NC 27216
Contact Person: Rodney Bailey
E-mail: jrbailey@camcor.com
VDMBE certification #660733 (S)
eVA Registration #C22079

(800) 868-2462 Phone
(800)298-1181 Fax

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CAMCOR PRICING SHEET

ITEM NO.	ANSI CODE	PRODUCT CODE	SUGGESTED PRICE	UNIT PRICE (includes 75% discount)
1.	BHC/DYS/DY	54836	\$16.93	\$4.23
2.	BHC/DYS/DYV	54835	\$16.93	\$4.23
3.	DDM	54737	\$20.26	\$5.07
4.	EHA	54585	\$38.45	\$9.61
5.	EHG	54512	\$47.34	\$11.83
6.	ELC	54840	\$18.12	\$4.53
7.	ELH	54776	\$18.85	\$4.71
8.	ENX	54984	\$21.38	\$5.35
9.	ENX-5	54913	\$21.38	\$5.35
10.	EVD	54259	\$20.84	\$5.21
11.	EXR	54392	\$18.03	\$4.51
12.	EYB	54446	\$17.09	\$4.27
13.	EYB-5	54448	\$17.09	\$4.27
14.	FCS	54263	\$7.55	\$1.89
15.	FHS	54979	\$20.62	\$5.16
16.	FXL	54912	\$21.38	\$5.35

SPECIAL TERMS AND CONDITIONS (refer to IFB #194-1565 for a complete list of General and Special terms and conditions)

Availability of Funds: It is understood and agreed between the parties herein that the agency shall be bound hereunder only to the extent of the funds available or which may hereafter become available for the purpose of this agreement.

Cancellation of Contract: The purchasing agency reserves the right to cancel and terminate any resulting contract, in part or in whole, without penalty, upon 60 days written notice to the Contractor. In the event the initial contract period is for more than 12 months, the resulting contract may be terminated by either party, without penalty, after the initial 12 months of the contract period upon 60 days written notice to the other party. Any contract cancellation notice shall not relieve the Contractor of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of cancellation.

Catalogs: Upon request, the contractor shall furnish catalogs and price lists for items awarded directly to using agencies and other public bodies.

New Products: Unless otherwise expressly stated in this solicitation, all products furnished under the contract shall be new, unused products.

Price Escalation/De-escalation: Price adjustments may be permitted only for changes in the Contractor's cost of materials not to exceed the increase in the following index/indices: PCU3641#. No price increases will be authorized for 365 calendar days after the effective date of the contract. Price escalation may be permitted only at the end of this period and each 365 days thereafter and only where verified to the satisfaction of the purchasing office. However, "across the board" price decreases are subject to implementation at any time and shall be immediately conveyed to the Commonwealth. Contractor shall give not less than 30 days advance notice of any price increase to the purchasing office. Any approved price changes will be effective only at the beginning of the calendar month following the end of the full 30 day notification period. The Contractor shall document the amount and proposed effective date of any general change in the price of materials. Documentation shall be supplied with the Contractor's request for increase which will: (1) verify that the requested price increase is general in scope and not applicable just to the Commonwealth of Virginia; and (2) verify the amount or percentage of increase which is being passed on to the Contractor by the Contractor's suppliers. The purchasing office will notify the using agencies and Contractor in writing of the effective date of any increase which it approves. However, the Contractor shall fill all purchase orders received prior to the effective date of the price adjustment at the old contract prices. The Contractor is further advised that decreases which affect the cost of materials are required to be communicated immediately to the purchasing office.