

## **MASTER AGREEMENT RENEWAL**

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**Contract Number - E194-51-09 (renewal)**

**(Previous Contract No. E194-51-07)**

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Document Id: 51

Document Name: Calculators 60019

Print Date: 6/18/07

Procurement Folder: 128

Procurement Type: IFB

Effective Begin Date: 7/1/2008

Expiration Date: 6/30/2009

**Issuer Name: Chris Nichols**

**Phone: (804) 786-3849**

**Email: [chris.nichols@dgs.virginia.gov](mailto:chris.nichols@dgs.virginia.gov)**

Document Description: Scientific Calculators

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YEAR MFG. WARRANTY UPC CODE:  
033171923977 D&H IS NOT RESPONSIBLE  
FOR MANUFACTURER'S PRODUCTION  
DELAY.

### Contact Information

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Chris Nichols

Phone: 804-786-3849

Fax: 804-786-0223

### Authorized Departments

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Department: All State Agencies and Other  
Public Bodies

Vendor

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Legal Name: D&H DISTRIBUTING CO.

Vendor Contact Name: Angela Rhoads

Location: 2525 North Seventh Street  
Harrisburg, PA 17110

Vendor Contact Email: arhoads@dandh.com

Vendor Contact Phone: 800-340-1006,  
ext. 7683

Vendor Type: Primary

DUNS#: 00-791-1209

Renewal Period

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Renewal Period Length: 1

Renewal Period Unit: Years

**Effective Date: 7/1/2008**

**Expiration Date: 6/30/2009**

Notification Days Prior to Expiration: 90

## **Special Terms and Conditions**

**PRICE/PAYMENT METHOD:** Prices shown are for payment methods other than "Charge Cards" and are net 30 days. Purchases made with charge cards are subject to a 2% fee.

**MINIMUM ORDERS:** Minimum orders for FOB ordering Agency shall be ten (10) units. For orders less than the minimum, contractors may add shipping cost to the invoice.

**DELIVERY/FOB POINT:** (a) Delivery of calculators shall be within ten (10) days ARO. Note: Delivery of large quantities of calculators shall be as arranged by the ordering Agency and the ordering Entity. (b) **TRANSPORTATION AND PACKAGING:** Contractor certifies and warrants that the price offered for FOB destination includes only the actual freight rate costs at the lowest and best rate and is based upon the actual weight of the goods to be shipped. Except as otherwise specified herein, standard commercial packaging, packing and shipping containers shall be used. All shipping containers shall be legibly marked or labeled on the outside with purchase order number, commodity description, and quantity.

**DELIVERY NOTIFICATION:** The Ordering Agency shall be notified 48-hours prior to delivery of any items so that personnel may be available to allow access to the building and verify items received.

**RENEWAL OF CONTRACT:** **No renewal remains.**

**ORDER PLACEMENT/METHOD:** To the maximum extent possible, purchase orders shall 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.

**ORDERING METHODS:** The Commonwealth requires Contractor(s) to accept orders via the eVA ordering system. Contractors must also have a local Virginia telephone number, or a toll free (800) number, or agree to accept collect calls. Each Contract User is responsible for placing its own orders through eVA or suppliers' computer online system that interfaces with eVA.

**PRICE ESCALATION/DE-ESCALATION:** Price adjustments may be permitted for changes in the contractor's cost of materials. The Producer's Price Index PPI index for commodities WPU1185 or WPU119301 or other similar published commodity type data may be used as a guide. No price increases will be authorized for 180 calendar days after the effective date of the contract, except for the eVA transaction fee. Price escalation may be permitted only at the end of this period and each 180 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 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. The contractor shall fill all orders received prior to the effective date of the price adjustment at the old contract prices.

It is anticipated that the contract will result in multiple purchase orders (i.e., one for each delivery requirement) with the eVA transaction fee specified below assessed for each order.

- a. For orders issued prior to August 16, 2006, the Vendor Transaction Fee is 1%, capped at a maximum of \$500 per order.
- b. For orders issued August 16, 2006 and after, the Vendor Transaction Fee is:
  - (i) DMBE-certified Small Businesses: 1%, Capped at \$500 per order.
  - (ii) Businesses that are not DMBE-certified Small Businesses: 1%, Capped at \$1,500 per order.

The eVA transaction fee will be assessed approximately 30 days after each purchase order is issued. Any adjustments (increases/decreases) will be handled through eVA change orders.

Internet electronic procurement solution, web site portal [www.eva.state.va.us](http://www.eva.state.va.us), streamlines and automates government purchasing activities in the Commonwealth. The portal is the gateway for vendors to conduct business with state agencies and public bodies.

Vendors desiring to provide goods and/or services to the Commonwealth shall participate in the eVA Internet e-procurement solution and agree to comply with the following:

If this solicitation is for a term contract, failure to provide an electronic catalog (price list) or index page catalog for items awarded will be just cause for the Commonwealth to reject your bid/offer or terminate this contract for default. The format of this electronic catalog shall conform to the eVA Catalog Interchange Format (CIF) Specification that can be accessed and downloaded from [www.eVA.virginia.gov](http://www.eVA.virginia.gov). Contractors should email Catalog or Index Page information to [eVA-catalog-manager@dgs.virginia.gov](mailto:eVA-catalog-manager@dgs.virginia.gov).

**X. eVA Business-To-Government Vendor Registration:** The eVA Internet electronic procurement solution, web site portal [www.eVA.virginia.gov](http://www.eVA.virginia.gov), streamlines and automates government purchasing activities in the Commonwealth. The eVA portal is the gateway for vendors to conduct business with state agencies and public bodies. All

vendors desiring to provide goods and/or services to the Commonwealth shall participate in the eVA Internet e-procurement solution either through the eVA Basic Vendor Registration Service or eVA Premium Vendor Registration Service. All bidders or offerors must register in eVA; failure to register will result in the bid/proposal being rejected.

- a. eVA Basic Vendor Registration Service: \$25 Annual Registration Fee plus the appropriate order Transaction Fee specified below. eVA Basic Vendor Registration Service includes electronic order receipt, vendor catalog posting, on-line registration, electronic bidding, and the ability to research historical procurement data available in the eVA purchase transaction data warehouse.
- b. eVA Premium Vendor Registration Service: \$25 Annual Registration Fee plus the appropriate order Transaction Fee specified below. eVA Premium Vendor Registration Service includes all benefits of the eVA Basic Vendor Registration Service plus automatic email or fax notification of solicitations and amendments.
- c. For orders issued prior to August 16, 2006, the Vendor Transaction Fee is 1%, capped at a maximum of \$500 per order.
- d. For orders issued August 16, 2006 and after, the Vendor Transaction Fee is:
  - (i) DMBE-certified Small Businesses: 1%, capped at \$500 per order.
  - (ii) Businesses that are not DMBE-certified Small Businesses: 1%, capped at \$1,500 per order.

Line: 1

Line Type: Item

Commodity: 60017

Commodity Specs: To furnish the goods per this solicitation.

Description: Calculators, Electronic, Display Type, Non-Programmable

Extended Description: **TI-30Xa School Edition**

Unit: each

Quantity: **10,000**

Unit Price: \$7.30000

Free On Board Name: FOB Destination-Freight Prepaid

Size: 0.2 LBS.

Part Number: 30XATE/BK/A

Color: GRAY

Model Number: T130XASEVA

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Line: 2

Line Type: Item

Commodity: 60017

Commodity Specs: To furnish the goods per this solicitation.

Description: Calculators, Electronic, Display Type, Non-Programmable

Extended Description: **TI-30Xa School Edition**

Unit: each

Quantity: **5,000**

Unit Price: \$7.30000

Free On Board Name: FOB Destination-Freight Prepaid

Size: 0.2 LBS.

Part Number: 30XATE/BK/A

Color: GRAY

Model Number: T130XASEVA

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Line: 3

Line Type: Item

Commodity: 60017

Commodity Specs: To furnish the goods per this solicitation.

Description: Calculators, Electronic, Display Type, Non-Programmable

Extended Description: **TI-30Xa School Edition**

Unit: each

Quantity: **1,000**

Unit Price: \$7.30000

Free On Board Name: FOB Destination-Freight Prepaid

Size: 0.2 LBS.

Part Number: 30XATE / BK /A

Color: GRAY

Model Number: T130XASEVA

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Line: 4

Line Type: Item

Commodity: 60017

Commodity Specs: To furnish the goods per this solicitation.

Description: Calculators, Electronic, Display Type, Non-Programmable

Extended Description: **TI-30Xa School Edition**

Unit: each

Quantity: **500**

Unit Price: \$7.36000

Free On Board Name: FOB Destination-Freight Prepaid

Size: 0.2 LBS.

Part Number: 30 XATE /BK/A

Color: GRAY

Model Number: T130XASEVA

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Line: 5

Line Type: Item

Commodity: 60017

Commodity Specs: To furnish the goods per this solicitation.

Description: Calculators, Electronic, Display Type, Non-Programmable

Extended Description: **TI-30Xa School Edition**

Unit: each

Quantity: **100**

Unit Price: \$7.50000

Free On Board Name: FOB Destination-Freight Prepaid.

Size: 0.2 LBS.

Part Number: 30XATE/BK/A

Color: GRAY

Model Number: T130XASEVA

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Line: 6

Line Type: Item

Commodity: 60017

Commodity Specs: To furnish the goods per this solicitation.

Description: Calculators, Electronic, Display Type, Non-Programmable

Extended Description: **TI-30Xa School Edition**

Unit: each

Quantity: **50**

Unit Price: \$7.70000

Free On Board Name: FOB Destination-Freight Prepaid

Size: 0.2 LBS.

Part Number: 30XATE/BK/A

Color: GRAY

Model Number: T130XASEVA

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Line: 7

Line Type: Item

Commodity: 60017

Commodity Specs: To furnish the goods per this solicitation.

Description: Calculators, Electronic, Display Type, Non-Programmable

Extended Description: **TI-30Xa School Edition**

Unit: each

Quantity: **10**

Unit Price: \$7.95000

Free On Board Name: FOB Destination-Freight Prepaid

Free On Board Name: FOB Destination-Freight Prepaid Part Number: 30XATE/BK/A

Size: 0.2 LBS.

Model Number: T130XASEVA

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Line: 8

Line Type: Item

Commodity: 60017

Commodity Specs: To furnish the goods per this solicitation

Description: Calculators, Electronic, Display Type, Non-Programmable

Extended Description: **Sharp EL-501WBBK**

Unit: each

Quantity: **10,000**

Unit Price: \$3.76000

Free On Board Name: FOB Destination-Freight Prepaid

Size: 0.3 LBS.

Part Number: **EL-501WBBK**

Color: WHITE

Model Number: **EL-501WBBK**

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Line: 9

Line Type: Item

Commodity: 60017

Commodity Specs: To furnish the goods per this solicitation

Description: Calculators, Electronic, Display Type, Non-Programmable

Extended Description: **Sharp EL-501WBBK**

Unit: each

Quantity: **5,000**

Unit Price: \$4.66000

Free On Board Name: FOB Destination-Freight Prepaid

Size: 0.3 LBS

Part Number: **EL-501WBBK**

Color: WHITE

Model Number: **EL-501WBBK**

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Line: 10

Line Type: Item

Commodity: 60017

Commodity Specs: To furnish the goods per this solicitation

Description: Calculators, Electronic, Display Type, Non-Programmable

Extended Description: **Sharp EL-501WBBK**

Unit: each

Quantity: **1,000**

Unit Price: \$4.66000

Free On Board Name: FOB Destination-Freight Prepaid

Size: 0.3 LBS.

Part Number: **EL-501WBBK**

Color: WHITE

Model Number: **EL-501WBBK**

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Line: 11

Line Type: Item

Commodity: 60017

Commodity Specs: To furnish the goods per this solicitation

Description: Calculators, Electronic, Display Type, Non-Programmable

Extended Description: **Sharp EL-501WBBK**

Unit: each

Quantity: **500**

Unit Price: \$4.80000

Free On Board Name: FOB Destination-Freight Prepaid

Part Number: **EL-501WBBK**

Model Number: **EL-501WBBK**

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Line: 12

Line Type: Item

Commodity: 60017

Commodity Specs: To furnish the goods per this solicitation

Description: Calculators, Electronic, Display Type, Non-Programmable

Extended Description: **Sharp EL-501WBBK**

Unit: each

Quantity: **100**

Unit Price: \$4.95000

Free On Board Name: FOB Destination-Freight Prepaid

Size: 0.3 LBS.

Part Number: **EL-501WBBK**

Color: WHITE

Model Number: **EL-501WBBK**

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Line: 13

Line Type: Item

Commodity: 60017

Commodity Specs: To furnish the goods per this solicitation

Description: Calculators, Electronic, Display Type, Non-Programmable

Extended Description: **Sharp EL-501WBBK**

Unit: each

Quantity: **50**

Unit Price: \$4.95000

Free On Board Name: FOB Destination-Freight Prepaid

Size: 0.3 LBS.

Part Number: **EL-501WBBK**

Color: WHITE

Model Number: **EL-501WBBK**

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Line: 14

Line Type: Item

Commodity: 60017

Commodity Specs: To furnish the goods per this solicitation

Description: Calculators, Electronic, Display Type, Non-Programmable

Extended Description: **Sharp EL-501WBBK**

Unit: each

Quantity: **10**

Unit Price: \$4.95000

Free On Board Name: FOB Destination-Freight Prepaid

Size: 0.3 LBS.

Part Number: **EL-501WBBK**

Color: WHITE

Model Number: **EL-501WBBK**