

ONslow COUNTY SCHOOLS
PURCHASING DEPARTMENT
200 Broadhurst Road, Jacksonville, NC 28540
P. O. Box 99, Jacksonville, North Carolina 28541-0099
Phone (910) 455-2211 Fax (910) 455-1548

April 28, 2016

REQUEST FOR BIDS

BID NUMBER:	IT1006S
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TO BE RETURNED BY:	May 12, 2016
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OEM PRINT CARTRIDGES

Offeror: Attention: Address:

Refer Inquiries To:	Sherri Barnhardt Director Procurement & Materials Mgt
Telephone Number:	(910) 455-2211 ext. 20603
E-Mail Address:	Sherri.Barnhardt@onslow.k12.nc.us
Requisitioned By:	Schelaine Parnell Purchasing Agent I

NOTICE TO OFFEROR

Sealed bids, subject to the conditions made a part hereof, will be received by the Onslow County School System until **2:00 PM, Thursday, May 12, 2016** in the Purchasing Department, 200 Broadhurst Road, Jacksonville, North Carolina 28540 and immediately thereafter publicly opened, and read to furnish and deliver OEM Print Cartridges for the Onslow County School District as described herein. Refer to Instructions for Bids, Item 8 for proper mailing instructions.

Bids and/or addenda submitted via facsimile (FAX) machine or email in response to this Request for Bids **WILL NOT** be accepted. Bids are subject to rejection unless submitted on this form.

EXECUTION

In compliance with this Request for Bids, and subject to all the conditions herein, the undersigned offers and agrees to furnish and deliver any or all items upon which prices are bid, at the prices set opposite each item within the time specified herein. By executing this bid, I certify that this bid is submitted competitively and without collusion (G.S. 143-54), that none of our officers, directors, or owners of an unincorporated business entity has been convicted of any violations of Chapter 78A of the General Statutes, the Securities Act of 1933, or the Securities Exchange Act of 1934 (G.S. 143-59.2), and that we are not an ineligible vendor as set forth in G.S. 143-59.1. False certification is a Class I felony.

Failure to execute/sign bid prior to submittal shall render bid invalid. Late bids are not acceptable.

OFFEROR:	FEDERAL ID OR SOCIAL SECURITY NO.	
STREET ADDRESS:	P.O. BOX:	ZIP:
CITY & STATE & ZIP:	TELEPHONE NUMBER:	TOLL FREE TEL. NO (800)
TYPE OR PRINT NAME & TITLE OF PERSON SIGNING:	FAX NUMBER:	
AUTHORIZED SIGNATURE:	DATE:	E-MAIL:
If you desire to "no bid" this requirement, sign and return only this page, check appropriate box(es). <input type="checkbox"/> NO BID <input type="checkbox"/> REMOVE FROM MAILING LIST		
Offer valid for 45 days from date of opening unless otherwise stated here: _____ days (See Instructions for Bids, Item 6) Prompt Payment Discount: _____% _____ days (See Instructions for Bids, Item 7)		

ACCEPTANCE OF BID

If any or all parts of this bid are accepted by Onslow County Schools, an authorized representative of the School System shall affix their signature hereto and this document and the provisions of the Instructions for Bids, the special terms and the conditions specific to this Request for Bid, the specifications, and the Onslow County Schools General Contract Terms and Conditions shall then constitute the written agreement between the parties. A copy of this acceptance will be forwarded to the successful offeror(s).

FOR ONSLOW COUNTY SCHOOLS USE ONLY

Offer accepted and contract awarded this _____ day of _____, 20____, as indicated on attached certification, by _____ (Authorized representative of Onslow County Schools).

INSTRUCTION FOR BIDS

1. **READ, REVIEW AND COMPLY:** It shall be the offeror's responsibility to read this entire document, review all enclosures and attachments, and comply with all requirements specified herein.

2. **NOTICE TO OFFERORS:**

All bids are subject to the provisions of the Instructions for Bids, special terms and conditions specific to this Request for Bids, the specifications, and the Onslow County Schools General Contract Terms and Conditions.

The Onslow County Schools object to and will not evaluate or consider any additional terms and conditions submitted with a bid response. This applies to any language appearing in or attached to the document as part of the offeror's response. DO NOT ATTACH ANY ADDITIONAL TERMS AND CONDITIONS.

By execution and delivery of this document, the offeror agrees that any additional terms and conditions, whether submitted purposely or inadvertently, shall have no force or effect.

3. **DEFINITIONS:**

OFFEROR: Company, firm, corporation, partnership, individual, etc., submitting a response to a Request for Bids.

TERM CONTRACT: A contract generally intended to cover all normal requirements for a commodity for a specified period of time based on estimated quantities only.

4. **EXECUTION:** Failure to sign under EXECUTION section will render bid invalid.

5. **ORDER OF PRECEDENCE:** In cases of conflict between specific provisions in this bid, the order of precedence shall be (1) special terms and conditions specific to this bid, (2) specifications, (3) Onslow County Schools General Contract Terms and Conditions, and (4) Instructions for Bids.

6. **TIME FOR CONSIDERATION:** Unless otherwise indicated on the first page of this document, the offer shall be valid for 45 days from the date of bid opening. Preference may be given to bids allowing not less than 45 days for consideration and acceptance.

7. **PROMPT PAYMENT DISCOUNTS:** Offerors are urged to compute all discounts into the price offered. If a prompt payment discount is offered, it will not be considered in the award of the contract except as a factor to aid in resolving cases of identical prices.

8. **MAILING INSTRUCTIONS:**

In an effort to support the sustainability efforts of the State of North Carolina we solicit your cooperation in this effort.

It is desirable that all responses meet the following requirements:

- All copies are printed **double sided**.
- All submittals and copies are printed on **recycled paper with a minimum post-consumer content of 30%** and indicate this information accordingly on the response.
- Unless absolutely necessary, all bids and copies should **minimize or eliminate use of non-recyclable or non reusable materials** such as plastic report covers, plastic dividers, vinyl sleeves, and GBC binding. Three-ringed binders, glued materials, paper clips, and staples are acceptable.
- Materials should be submitted in a format which allows for **easy removal and recycling** of paper materials.

Mail only one fully executed bid document, unless otherwise instructed, and only one bid per envelope. Address envelope and insert bid number as shown below. It is the responsibility of the offeror to have the bid in this office by the specified time and date of opening.

<p><u>DELIVERED BY US POSTAL SERVICE</u></p> <p>BID NO. <u>IT1006S</u> ONSLOW COUNTY SCHOOLS PURCHASING DEPARTMENT P. O. BOX 99 JACKSONVILLE, NC 28541-0099</p>

OR

<p><u>DELIVERED BY ANY OTHER MEANS</u></p> <p>BID NO. <u>IT1006S</u> ONSLOW COUNTY SCHOOLS PURCHASING DEPARTMENT 200 BROADHURST ROAD JACKSONVILLE, NC 28540</p>

9. **TABULATIONS:** Verbal tabulations of bids and award information can be obtained by calling the purchaser listed on the first page of this document.

10. SPECIFICATIONS: Any deviation from specifications indicated herein must be clearly pointed out; otherwise, it will be considered that items offered are in strict compliance with these specifications, and offeror will be held responsible therefore. Deviations shall be explained in detail. **The offeror shall not construe this paragraph as inviting deviation or implying that any deviation will be acceptable.**

11. INFORMATION AND DESCRIPTIVE LITERATURE: Offeror is to furnish all information requested and in the spaces provided in this document. Further, if required elsewhere in this bid, each offeror must submit with their bid sketches, descriptive literature and/or complete specifications covering the products offered. Reference to literature submitted with a previous offer will not satisfy this provision. Bids which do not comply with these requirements will be subject to rejection.

12. RECYCLING AND SOURCE REDUCTION: It is the policy of Onslow County Schools to encourage and promote the purchase of products with recycled content to the extent economically practicable, and to purchase items which are reusable, refillable, repairable, more durable, and less toxic to the extent that the purchase or use is practicable and cost-effective.

We also encourage and promote using minimal packaging and the use of recycled/recyclable products in the packaging of commodities purchased. However, no sacrifice in quality of packaging will be acceptable. The company remains responsible for providing packaging that will protect the commodity and contain it for its intended use.

Companies are strongly urged to bring to the attention of purchasers those products or packaging they offer which have recycled content and that are recyclable.

13. CLARIFICATIONS/INTERPRETATIONS: Any and all questions regarding this document must be addressed to the purchaser named on the cover sheet of this document. Do not contact the user directly. Any and all revisions to this document shall be made only by written addendum. The offeror is cautioned that the requirements of this bid can be altered only by written addendum and that verbal communications from whatever source are of no effect.

14. ACCEPTANCE AND REJECTION: Onslow County Schools reserves the right to reject any and all bids, to waive any informality in bids and, unless otherwise specified by the offeror, to accept any item in the bid. If either a unit price or extended price is obviously in error and the other is obviously correct, the incorrect price will be disregarded.

15. REFERENCES: Onslow County Schools reserves the right to require a list of users of the exact item offered. Onslow County Schools may contact these users to determine acceptability of the bid. Such information may be considered in the evaluation of the bid.

16. TAXES:

FEDERAL: All agencies participating in this contract are exempt from Federal Taxes, such as excise and transportation. Exemption forms submitted by the contractor will be executed and returned by the using agency.

OTHER: Prices offered are not to include any personal property taxes, nor any sales or use tax (or fees) unless required by the North Carolina Department of Revenue.

17. AWARD OF CONTRACT: As directed by statute, qualified bids will be evaluated and acceptance may be made of the lowest and best bid most advantageous to the Onslow County Schools as determined upon consideration of such factors as: prices offered; the quality of the articles offered; the general reputation and performance capabilities of the offerors; the substantial conformity with the specifications and other conditions set forth in the bid; the suitability of the articles for the intended use; the related services needed; the date or dates of delivery and performance; and such other factors deemed by the Onslow County Schools to be pertinent or peculiar to the purchase in question. Unless otherwise specified by the Onslow County Schools or the offeror, the Onslow County Schools reserves the right to accept any item or group of items on a multi-item bid.

In addition, on TERM CONTRACTS, Onslow County Schools reserves the right to make partial, progressive or multiple awards: where it is advantageous to award separately by items; or where more than one supplier is needed to provide the contemplated requirements as to quantity, quality, delivery, service, geographical areas; other factors deemed by the Onslow County Schools to be pertinent or peculiar to the purchase in question.

18. HISTORICALLY UNDERUTILIZED BUSINESSES: Pursuant to General Statute 143-48 and Executive Order #150, Onslow County School invites and encourages participation in this procurement process by businesses owned by minorities, women, disabled, disabled business enterprises and non-profit work centers for the blind and severely disabled.

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- 19. **CONFIDENTIAL INFORMATION:** As provided by statute and rule, Onslow County Schools will consider keeping trade secrets which the offeror does not wish disclosed confidential. Each page shall be identified in boldface at the top and bottom as "CONFIDENTIAL" by the offeror. Cost information shall not be deemed confidential. In spite of what is labeled as a trade secret, the determination whether it is or not will be determined by North Carolina law.
 - 20. **SAMPLES:** Sample of items, when required, must be furnished as stipulated herein, free of expense, and if not destroyed will, upon request be returned at the offeror's expense. Request for the return of samples must be made within 10 days following date of bid opening. Otherwise the samples will become School property. Each individual sample must be labeled with the offeror's name, bid number, and item number. A sample on which an award is made, will be retained until the contract is completed, and then returned, if requested, as specified above.
 - 21. **PROTEST PROCEDURES:** When a bidder wants to protest a contract awarded by the Onslow County Schools resulting from this solicitation, they must submit a written request to the Purchasing Director, Onslow County Schools, 200 Broadhurst Road, Jacksonville, NC 28540. This request must be received in the Onslow County Schools' Purchasing Department within thirty (30) consecutive calendar days from the date of the contract award. Protest letters must contain specific reasons and any supporting documentation for the protest. Note: Contract award notices are sent only to those actually awarded contracts, and not to every person or firm responding to this solicitation. Bid status and Award notices are available by contacting the Onslow County Schools' Purchasing Department at (910) 455-2211. All protests will be handled pursuant to the North Carolina Administrative Code, Title 1, Department of Administration, Chapter 5, Purchase and Contract, Section 5B.1519.
 - 22. **MISCELLANEOUS:** Masculine pronouns shall be read to include feminine pronouns, and the singular of any word or phrase shall be read to include the plural and vice versa.
 - 23. **RECIPROCAL PREFERENCE:** G.S. 143-59 establishes a reciprocal preference law to discourage other states from applying in-state preferences against North Carolina's resident bidders. The "Principal Place of Business" is defined as the principal place from which the trade or business of the bidder is directed or managed.

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USER: Onslow County Schools

ATTENTION: E-Procurement rules WILL apply for Registered E-Procurement Vendors only. Reference the General Contract Terms and Conditions, paragraphs 19 and 20.

BRAND SPECIFIC: Manufacturer's name and product description used in this solicitation are product specific. The items offered in response to this solicitation must be the manufacturer and type specified unless otherwise specified. These products are currently owned and operated by the Onslow County Schools and are required for compatibility and continuity of support. If you have any questions, please call the purchaser listed on the first page.

USAGE AND DURATION: This bid is intended to cover our normal requirements for OEM Print Cartridges for the period from July 1, 2016 through June 30, 2017. This contract may be extended, at the option of Onslow County Schools, for an additional period of two (2) years, renewable each year. No minimum or maximum quantities are implied or guaranteed herein. While it is not contemplated that any abnormal requirements will develop, however, if such should occur, Onslow County Schools reserves the right to call for separate proposals.

TRANSPORTATION CHARGES: FOB Destination. It is the intent of this bid to get prepaid FOB destination freight. The minimum order must be \$_____. Any order that exceeds the minimum amount will be shipped prepaid. In instances where order exceeds the minimum and contractor makes partial shipment of order, shipments shall be made FOB destination with no transportation charges added. NOTE: Any order for less than the minimum amount shall be shipped with transportation charges added to invoice as a separate item.

DELIVERY: Delivery is required within thirty (30) days after receipt of order. State here whether this requirement can be met: yes/no_____. If this requirement cannot be met, delivery will be made from _____ (City & State) within _____ consecutive days after receipt of order. Onslow County Schools reserves the right to evaluate delivery offered as a factor in determining the award of the proposed contract.

NOTE: ONSLOW COUNTY SCHOOLS RESERVES THE RIGHT TO ADJUST QUANTITIES UP OR DOWN AT THE UNIT PRICE AS BUDGETED FUNDS MAY ALLOW OR REQUIRE.

ONSLOW COUNTY SCHOOLS ALSO RESERVES THE RIGHT TO AWARD CONTRACT ON A SPLIT ORDER BASIS OR LUMP SUM BASIS IF IT IS IN OUR BEST INTEREST.

ALL MATERIALS SHOULD BE NEW AND CURRENT UNLESS OTHERWISE STATED.

INFORMATION REQUIRED WITH BID: Submit complete descriptive literature and specification on all items offered. Bids which fail to comply will be subject to rejection.

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FURNISH AND DELIVER THE FOLLOWING ITEMS:

ITEM	QTY	MFG	MODEL #	DESCRIPTION	UNIT COST
BROTHER CARTRIDGES (OEM)					
1.	1 ea	Brother	LC41BK	Black Inkjet Cartridge	
2.	1 ea	Brother	LC41C	Cyan Inkjet Cartridge	
3.	1 ea	Brother	LC41M	Magenta Inkjet Cartridge	
4.	1 ea	Brother	LC41Y	Yellow Inkjet Cartridge	
5.	1 ea	Brother	LC51BK	Black Inkjet Cartridge	
6.	1 ea	Brother	LC51C	Cyan Inkjet Cartridge	
7.	1 ea	Brother	LC51M	Magenta Inkjet Cartridge	
8.	1 ea	Brother	LC51Y	Yellow Inkjet Cartridge	
9.	1 ea	Brother	DR350	Drum Unit	
10.	1 ea	Brother	DR400	Drum Unit	
11.	1 ea	Brother	DR520	Drum Unit	
12.	1 ea	Brother	TN350	Black Toner Cartridge	
13.	1 ea	Brother	TN430	Black Toner Cartridge	
14.	1 ea	Brother	TN460	Black Toner Cartridge, High Yield	
15.	1 ea	Brother	TN550	Black Toner Cartridge	
16.	1 ea	Brother	TN420	Black Toner Cartridge	
17.	1 ea	Brother	LC103Y XL	Yellow Toner Cartridge	
18.	1 ea	Brother	LC103M XL	Magenta Toner Cartridge	
19.	1 ea	Brother	LC103C XL	Cyan Toner Cartridge	
20.	1 ea	Brother	LC130BL XL	Black Toner Cartridge	
CANON CARTRIDGES (OEM)					
21.	1 ea	Canon	1509B002	PGI-35 Black Ink Cartridge	
22.	1 ea	Canon	1511B002	CLI-36 Color Ink Cartridge	
23.	1 ea	Canon	1557A002BA	FX-3 Black Cartridge	
24.	1 ea	Canon	8955A001AA	FX-8 Black Cartridge	
25.	1 ea	Canon	BCI-21 Color	Color Ink Cartridge	
26.	1 ea	Canon	BCI-21 Black	Black Ink Cartridge	
27.	1 ea	Canon	PG-240XL	Black Ink Cartridge	
28.	1ea	Canon	CL-241XL	Color Ink Cartridge	
EPSON CARTRIDGES (OEM)					
29.	1 ea	Epson	T043120	Black High Capacity Cartridge	
30.	1 ea	Epson	T044120	Black Cartridge	
31.	1 ea	Epson	T044220	Cyan Cartridge	
32.	1 ea	Epson	T044320	Magenta Cartridge	

ITEM	QTY	MFG	MODEL #	DESCRIPTION	UNIT COST
EPSON CARTRIDGES (OEM)					
33.	1 ea	Epson	T044420	Yellow Cartridge	
34.	1 ea	Epson	T054020	Gloss Optimizer	
35.	1 ea	Epson	T054120	Photo Black Cartridge	
36.	1 ea	Epson	T054220	Cyan Cartridge	
37.	1 ea	Epson	T054320	Magenta Cartridge	
38.	1 ea	Epson	T054420	Yellow Cartridge	
39.	1 ea	Epson	T054720	Red Cartridge	
40.	1 ea	Epson	T054820	Matte Black Cartridge	
41.	1 ea	Epson	T054920	Blue Cartridge	
42.	1 ea	Epson	T069120	Black Cartridge	
43.	1 ea	Epson	T069220	Cyan Cartridge	
44.	1 ea	Epson	T069320	Magenta Cartridge	
45.	1 ea	Epson	T069420	Yellow Cartridge	
46.	1 ea	Epson	T125120	Black Cartridge	
47.	1 ea	Epson	T125520	Color Ink Cartridge, 3/Pk	
48.	1 ea	Epson	T48120	Black Cartridge	
49.	1 ea	Epson	T48220	Cyan Cartridge	
50.	1 ea	Epson	T48320	Magenta Cartridge	
51.	1 ea	Epson	T48420	Yellow Cartridge	
52.	1 ea	Epson	T48520	Lt Cyan Cartridge	
53.	1 ea	Epson	T48620	Lt Magenta Cartridge	
54.	1 ea	Epson	T543100	Photo Black Ultrachrome Cartridge, 110ml	
55.	1 ea	Epson	T543200	Cyan Cartridge, 110ml	
56.	1 ea	Epson	T543300	Magenta Cartridge, 110ml	
57.	1 ea	Epson	T543400	Yellow Cartridge, 110ml	
58.	1 ea	Epson	T543500	Lt Cyan Cartridge, 110ml	
59.	1 ea	Epson	T543600	Lt Magenta Cartridge, 110ml	
60.	1 ea	Epson	T543700	Lt Black Cartridge, 110ml	
61.	1 ea	Epson	T543800	Matte Black Cartridge, 110ml	
62.	1 ea	Epson	T580100	Photo Black Cartridge	
63.	1 ea	Epson	T580200	Cyan Cartridge	
64.	1 ea	Epson	T580400	Yellow Cartridge	
65.	1 ea	Epson	T580500	Lt Cyan Cartridge	
66.	1 ea	Epson	T580700	Lt Black Cartridge	
67.	1 ea	Epson	T580800	Matte Black Cartridge	

ITEM	QTY	MFG	MODEL #	DESCRIPTION	UNIT COST
EPSON CARTRIDGES (OEM)					
68.	1 ea	Epson	T580900	Lt Black Cartridge	
69.	1 ea	Epson	T580A00	Vivid Magenta Cartridge	
70.	1 ea	Epson	T580B00	Vivid Lt Magenta Cartridge	
71.	1 ea	Epson	T582000	Maintenance Cartridge for 3800 Printer	
HEWLETT PACKARD CARTRIDGES (OEM)					
72.	1 ea	Hewlett Packard	51645A	HP 45 Black Inkjet Cartridge	
73.	1 ea	Hewlett Packard	51649A	HP 49 Tri-Color Inkjet Cartridge	
74.	1 ea	Hewlett Packard	92298A	HP 98A Black LaserJet Cartridge	
75.	1 ea	Hewlett Packard	C1823D	HP 23 Color Inkjet Cartridge	
76.	1 ea	Hewlett Packard	C3903A	HP 03A Black LaserJet Cartridge	
77.	1 ea	Hewlett Packard	C4092A	HP 92A Black LaserJet Cartridge	
78.	1 ea	Hewlett Packard	C4096A	HP 96A Black LaserJet Cartridge	
79.	1 ea	Hewlett Packard	C4810A	HP 11 Black Printhead	
80.	1 ea	Hewlett Packard	C4811A	HP 11 Cyan Printhead	
81.	1 ea	Hewlett Packard	C4812A	HP 11 Magenta Printhead	
82.	1 ea	Hewlett Packard	C4813A	HP 11 Yellow Printhead	
83.	1 ea	Hewlett Packard	C4836A	HP 11 Cyan Inkjet Cartridge	
84.	1 ea	Hewlett Packard	C4837A	HP 11 Magenta Inkjet Cartridge	
85.	1 ea	Hewlett Packard	C4838A	HP 11 Yellow Inkjet Cartridge	
86.	1 ea	Hewlett Packard	C4844A	HP 10 Black Inkjet Cartridge	
87.	1 ea	Hewlett Packard	C4900AN	HP 940 Black & Yellow Officejet Printhead	
88.	1 ea	Hewlett Packard	C4901AN	HP 940 Magenta & Cyan Officejet Printhead	
89.	1 ea	Hewlett Packard	C4902AN	HP 940 Black Officejet Cartridge	
90.	1 ea	Hewlett Packard	C4903AN	HP 940 Cyan Officejet Cartridge	
91.	1 ea	Hewlett Packard	C4904AN	HP 940 Magenta Officejet Cartridge	
92.	1 ea	Hewlett Packard	C4905AN	HP 940 Yellow Officejet Cartridge	
93.	1 ea	Hewlett Packard	C4906AN	HP 940XL Black Officejet Cartridge	
94.	1 ea	Hewlett Packard	C4907AN	HP 940XL Cyan Officejet Cartridge	
95.	1 ea	Hewlett Packard	C4908AN	HP 940XL Magenta Officejet Cartridge	
96.	1 ea	Hewlett Packard	C4909AN	HP 940XL Yellow Officejet Cartridge	
97.	1 ea	Hewlett Packard	C4911A	HP 82 Cyan Cartridge	
98.	1 ea	Hewlett Packard	C4912A	HP 82 Magenta Cartridge	
99.	1 ea	Hewlett Packard	C4913A	HP 82 Yellow Cartridge	
100.	1 ea	Hewlett Packard	C6578AN	HP 78XL Color Inkjet Cartridge, High Yield	
101.	1 ea	Hewlett Packard	C6578DN	HP 78D Color Inkjet Cartridge, Std Yield	

ITEM	QTY	MFG	MODEL #	DESCRIPTION	UNIT COST
HEWLETT PACKARD CARTRIDGES (OEM)					
102.	1 ea	Hewlett Packard	C6614D	HP 20 Black Inkjet Cartridge	
103.	1 ea	Hewlett Packard	C6615DN	HP 15 Black Inkjet Cartridge	
104.	1 ea	Hewlett Packard	C6625AN	HP 17 Tricolor Inkjet Cartridge	
105.	1 ea	Hewlett Packard	C6656AN	HP 56 Black Inkjet Cartridge	
106.	1 ea	Hewlett Packard	C6657AN	HP 57 Tri-Color Inkjet Cartridge	
107.	1 ea	Hewlett Packard	C6658AN	HP 58 Photo Inkjet Cartridge	
108.	1 ea	Hewlett Packard	C7115A	HP 15A Black LaserJet Cartridge, Std Yield	
109.	1 ea	Hewlett Packard	C7115X	HP 15X Black LaserJet Cartridge, High Yield	
110.	1 ea	Hewlett Packard	C8061X	HP 61X Black LaserJet Cartridge, High Yield	
111.	1 ea	Hewlett Packard	C8543X	HP 43X Black LaserJet Cartridge, High Yield	
112.	1 ea	Hewlett Packard	C8721WN	HP 02 Black Inkjet Cartridge	
113.	1 ea	Hewlett Packard	C8730WN	HP 02XL Cyan Inkjet Cartridge	
114.	1 ea	Hewlett Packard	C8731WN	HP 02XL Magenta Inkjet Cartridge	
115.	1 ea	Hewlett Packard	C8732WN	HP 02XL Yellow Inkjet Cartridge	
116.	1 ea	Hewlett Packard	C8765WN	HP 94 Black Inkjet Cartridge	
117.	1 ea	Hewlett Packard	C8766WN	HP 95 Tri-Color Inkjet Cartridge	
118.	1 ea	Hewlett Packard	C8767WN	HP 96 Black Inkjet Cartridge	
119.	1 ea	Hewlett Packard	C8771WN	HP 02 Cyan Inkjet Cartridge	
120.	1 ea	Hewlett Packard	C8772WN	HP 02 Magenta Inkjet Cartridge	
121.	1 ea	Hewlett Packard	C8773WN	HP 02 Yellow Inkjet Cartridge	
122.	1 ea	Hewlett Packard	C8774WN	HP 02 Light Cyan Inkjet Cartridge	
123.	1 ea	Hewlett Packard	C8775WN	HP 02 Light Magenta Inkjet Cartridge	
124.	1 ea	Hewlett Packard	C9351AN	HP 21 Black Inkjet Cartridge	
125.	1 ea	Hewlett Packard	C9352AN	HP 22 Tricolor Inkjet Cartridge	
126.	1 ea	Hewlett Packard	C9361WN	HP 93 Tri-Color Inkjet Cartridge	
127.	1 ea	Hewlett Packard	C9362WN	HP 92 Black Inkjet Cartridge	
128.	1 ea	Hewlett Packard	C9363WN	HP 97 Tri-Color Inkjet Cartridge	
129.	1 ea	Hewlett Packard	C9364WN	HP 98 Black Inkjet Cartridge	
130.	1 ea	Hewlett Packard	C9380A	HP 72 Gray & Photo Black Printhead	
131.	1 ea	Hewlett Packard	C9381A	HP 88 Black & Yellow Officejet Printhead	
132.	1 ea	Hewlett Packard	C9382A	HP 88 Magenta & Cyan Officejet Printhead	
133.	1 ea	Hewlett Packard	C9383A	HP 72 Magenta & Cyan Printhead	
134.	1 ea	Hewlett Packard	C9384A	HP 72 Matte Black & Yellow Printhead	
135.	1 ea	Hewlett Packard	C9391AN	HP 88XL Cyan Officejet Cartridge	
136.	1 ea	Hewlett Packard	C9392AN	HP 88XL Magenta Officejet Cartridge	

ITEM	QTY	MFG	MODEL #	DESCRIPTION	UNIT COST
HEWLETT PACKARD CARTRIDGES (OEM)					
137.	1 ea	Hewlett Packard	C9393AN	HP 88XL Yellow Officejet Cartridge	
138.	1 ea	Hewlett Packard	C9396AN	HP 88XL Black Officejet Cartridge	
139.	1 ea	Hewlett Packard	C9397A	HP 72 Photo Black Cartridge, 69-ml	
140.	1 ea	Hewlett Packard	C9398A	HP 72 Cyan Cartridge, 69-ml	
141.	1 ea	Hewlett Packard	C9399A	HP 72 Magenta Cartridge, 69-ml	
142.	1 ea	Hewlett Packard	C9400A	HP 72 Yellow Cartridge, 69-ml	
143.	1 ea	Hewlett Packard	C9401A	HP 72 Gray Cartridge, 69-ml	
144.	1 ea	Hewlett Packard	C9403A	HP 72 Photo Matte Black Cartridge, 130-ml	
145.	1 ea	Hewlett Packard	C9514FN	HP 98 Black Inkjet Cartridge, Twinpack	
146.	1 ea	Hewlett Packard	C9730A	HP 645A Black Cartridge	
147.	1 ea	Hewlett Packard	C9731A	HP 645A Cyan Cartridge	
148.	1 ea	Hewlett Packard	C9732A	HP 645A Yellow Cartridge	
149.	1 ea	Hewlett Packard	C9733A	HP 645A Magenta Cartridge	
150.	1 ea	Hewlett Packard	CB322WN	HP 546XL Photo Black Ink Cartridge	
151.	1 ea	Hewlett Packard	CB323WN	HP 546XL Cyan Ink Cartridge	
152.	1 ea	Hewlett Packard	CB324WN	HP 546XL Magenta Ink Cartridge	
153.	1 ea	Hewlett Packard	CB325WN	HP 546XL Yellow Ink Cartridge	
154.	1 ea	Hewlett Packard	CB335WN	HP 74 Black Inkjet Cartridge	
155.	1 ea	Hewlett Packard	CB336WN	HP 74XL Black Inkjet Cartridge	
156.	1 ea	Hewlett Packard	CB337WN	HP 75 Tri-Color Inkjet Cartridge	
157.	1 ea	Hewlett Packard	CB338WN	HP 75XL Tri-Color Inkjet Cartridge	
158.	1 ea	Hewlett Packard	CB435A	HP 35A Black LaserJet Cartridge	
159.	1 ea	Hewlett Packard	CB436A	HP 36A Black LaserJet Cartridge	
160.	1 ea	Hewlett Packard	CB540A	HP 125A Black LaserJet Cartridge	
161.	1 ea	Hewlett Packard	CB541A	HP 125A Cyan LaserJet Cartridge	
162.	1 ea	Hewlett Packard	CB542A	HP 125A Yellow LaserJet Cartridge	
163.	1 ea	Hewlett Packard	CB543A	HP 125A Magenta LaserJet Cartridge	
164.	1 ea	Hewlett Packard	CC364A	HP 64A Black LaserJet Cartridge	
165.	1 ea	Hewlett Packard	CC364X	HP 64X Black LaserJet Cartridge	
166.	1 ea	Hewlett Packard	CC530A	HP 304A Black LaserJet Cartridge	
167.	1 ea	Hewlett Packard	CC531A	HP 304A Cyan LaserJet Cartridge	
168.	1 ea	Hewlett Packard	CC532A	HP 304A Yellow LaserJet Cartridge	
169.	1 ea	Hewlett Packard	CC533A	HP 304A Magenta LaserJet Cartridge	
170.	1 ea	Hewlett Packard	CC640WN	HP 60 Black Cartridge	
171.	1 ea	Hewlett Packard	CC641WN	HP 60XL Black Cartridge	

ITEM	QTY	MFG	MODEL #	DESCRIPTION	UNIT COST
HEWLETT PACKARD CARTRIDGES (OEM)					
172.	1 ea	Hewlett Packard	CC643WN	HP 60 Tricolor Cartridge	
173.	1 ea	Hewlett Packard	CC644WN	HP 60XL Tricolor Cartridge	
174.	1 ea	Hewlett Packard	CC653AN	HP 901 Black Cartridge, Std Yield	
175.	1 ea	Hewlett Packard	CC654AN	HP 901XL Black Cartridge, High Yield	
176.	1 ea	Hewlett Packard	CC656AN	HP 901 Tricolor Cartridge	
177.	1 ea	Hewlett Packard	CD886FN	HP 95 Tricolor Cartridge, Twin Pack	
178.	1 ea	Hewlett Packard	CD971AN	HP 920 Black Officejet Cartridge	
179.	1 ea	Hewlett Packard	CD972AN	HP 920XL Cyan Officejet Cartridge	
180.	1 ea	Hewlett Packard	CD973AN	HP 920XL Magenta Officejet Cartridge	
181.	1 ea	Hewlett Packard	CD974AN	HP 920XL Yellow Officejet Cartridge	
182.	1 ea	Hewlett Packard	CD975AN	HP 920XL Black Officejet Cartridge	
183.	1 ea	Hewlett Packard	CE250A	HP 504A Black LaserJet Cartridge	
184.	1 ea	Hewlett Packard	CE250X	HP 504A Black LaserJet Cartridge, High Yield	
185.	1 ea	Hewlett Packard	CE251A	HP 504A Cyan LaserJet Cartridge	
186.	1 ea	Hewlett Packard	CE252A	HP 504A Yellow LaserJet Cartridge	
187.	1 ea	Hewlett Packard	CE253A	HP 504A Magenta LaserJet Cartridge	
188.	1 ea	Hewlett Packard	CE255A	HP 55A Black LaserJet Cartridge	
189.	1 ea	Hewlett Packard	CE255X	HP 55X Black LaserJet Cartridge, High Yield	
190.	1 ea	Hewlett Packard	CE255XD	HP 55X Black LaserJet Cartridge, High Yield, 2/Pk	
191.	1 ea	Hewlett Packard	CE260A	HP 647A Black LaserJet Cartridge	
192.	1 ea	Hewlett Packard	CE260X	HP 649X Black LaserJet Cartridge, High Yield	
193.	1 ea	Hewlett Packard	CE278A	HP 78A Black LaserJet Cartridge	
194.	1 ea	Hewlett Packard	CE278D	HP 78A Black LaserJet Cartridge, 2/Pk	
195.	1 ea	Hewlett Packard	CE285A	HP 85A Black LaserJet Cartridge	
196.	1 ea	Hewlett Packard	CE310A	HP 126A Black LaserJet Cartridge	
197.	1 ea	Hewlett Packard	CE311A	HP 126A Cyan LaserJet Cartridge	
198.	1 ea	Hewlett Packard	CE312A	HP 126A Yellow LaserJet Cartridge	
199.	1 ea	Hewlett Packard	CE313A	HP 126A Magenta LaserJet Cartridge	
200.	1 ea	Hewlett Packard	CE314A	HP 126A Black LaserJet Imaging Drum	
201.	1 ea	Hewlett Packard	CE320A	HP 128A Black LaserJet Cartridge	
202.	1 ea	Hewlett Packard	CE321A	HP 128A Cyan LaserJet Cartridge	
203.	1 ea	Hewlett Packard	CE322A	HP 128A Yellow LaserJet Cartridge	
204.	1 ea	Hewlett Packard	CE323A	HP 128A Magenta LaserJet Cartridge	
205.	1 ea	Hewlett Packard	CE390A	HP 90A Black LaserJet Cartridge	
206.	1 ea	Hewlett Packard	CE390X	HP 90X Black LaserJet Cartridge	

ITEM	QTY	MFG	MODEL #	DESCRIPTION	UNIT COST
HEWLETT PACKARD CARTRIDGES (OEM)					
207.	1 ea	Hewlett Packard	CE400A	HP 507A Black LaserJet Cartridge	
208.	1 ea	Hewlett Packard	CE400X	HP 507A Black LaserJet Cartridge, High Yield	
209.	1 ea	Hewlett Packard	CE401A	HP 507A Cyan LaserJet Cartridge	
210.	1 ea	Hewlett Packard	CE402A	HP 507A Yellow LaserJet Cartridge	
211.	1 ea	Hewlett Packard	CE403A	HP 507A Magenta LaserJet Cartridge	
212.	1 ea	Hewlett Packard	CE410A	HP 305A Black LaserJet Cartridge	
213.	1 ea	Hewlett Packard	CE410X	HP 305A Black LaserJet Cartridge, High Yield	
214.	1 ea	Hewlett Packard	CE411A	HP 305A Cyan LaserJet Cartridge	
215.	1 ea	Hewlett Packard	CE412A	HP 305A Yellow LaserJet Cartridge	
216.	1 ea	Hewlett Packard	CE413A	HP 305A Magenta LaserJet Cartridge	
217.	1 ea	Hewlett Packard	CE484A	110 Volt Fuser Kit / Printer Maintenance Kit	
218.	1 ea	Hewlett Packard	CE505A	HP 05A Black LaserJet Cartridge	
219.	1 ea	Hewlett Packard	CE505X	HP 05X Black LaserJet Cartridge, High Yield	
220.	1 ea	Hewlett Packard	CE505XD	HP 05X Black LaserJet Cartridge, High Yield, 2/Pk	
221.	1 ea	Hewlett Packard	CF210A	HP 131A Black LaserJet Cartridge	
222.	1 ea	Hewlett Packard	CF210X	HP 131X Black LaserJet Cartridge, High Yield	
223.	1 ea	Hewlett Packard	CF211A	HP 131A Cyan LaserJet Cartridge	
224.	1 ea	Hewlett Packard	CF212A	HP 131A Yellow LaserJet Cartridge	
225.	1 ea	Hewlett Packard	CF213A	HP 131A Magenta LaserJet Cartridge	
226.	1 ea	Hewlett Packard	CF214A	HP 14A Black LaserJet Cartridge	
227.	1 ea	Hewlett Packard	CF214X	HP 14X Black LaserJet Cartridge, High Yield	
228.	1 ea	Hewlett Packard	CF280A	HP 80A Black LaserJet Cartridge	
229.	1 ea	Hewlett Packard	CF280X	HP 80A Black LaserJet Cartridge, High Yield	
230.	1 ea	Hewlett Packard	CH563WN	HP 61XL Black Cartridge	
231.	1 ea	Hewlett Packard	CH564WN	HP 61XL Tricolor Cartridge	
232.	1 ea	Hewlett Packard	CH565A	HP 82 Black Cartridge	
233.	1 ea	Hewlett Packard	CH634AN	HP 920 Cyan Officejet Cartridge	
234.	1 ea	Hewlett Packard	CH635AN	HP 920 Magenta Officejet Cartridge	
235.	1 ea	Hewlett Packard	CH636AN	HP 920 Yellow Officejet Cartridge	
236.	1 ea	Hewlett Packard	CN045A	HP 950XL Black LaserJet Cartridge, High Yield	
237.	1 ea	Hewlett Packard	CN046A	HP 951XL Cyan LaserJet Cartridge, High Yield	
238.	1 ea	Hewlett Packard	CN047A	HP 951XL Magenta LaserJet Cartridge, High Yield	
239.	1 ea	Hewlett Packard	CN048A	HP 951XL Yellow LaserJet Cartridge, High Yield	
240.	1 ea	Hewlett Packard	CN049A	HP 950 Black LaserJet Cartridge	
241.	1 ea	Hewlett Packard	CN050A	HP 951 Cyan LaserJet Cartridge	

ITEM	QTY	MFG	MODEL #	DESCRIPTION	UNIT COST
HEWLETT PACKARD CARTRIDGES (OEM)					
242.	1 ea	Hewlett Packard	CN051A	HP 951 Magenta LaserJet Cartridge	
243.	1 ea	Hewlett Packard	CN052A	HP 951 Yellow LaserJet Cartridge	
244.	1 ea	Hewlett Packard	CN056A	HP 933XL Yellow LaserJet Cartridge, High Yield	
245.	1 ea	Hewlett Packard	CN684WN	HP 564XL Black Cartridge	
246.	1 ea	Hewlett Packard	CN621AM	HP 970 Black Ink Cartridge	
247.	1 ea	Hewlett Packard	CN622AM	HP 970 Cyan Ink Cartridge	
248.	1 ea	Hewlett Packard	CN623AM	HP 971 Magenta Ink Cartridge	
249.	1 ea	Hewlett Packard	CN624AM	HP 971 Yellow Ink Cartridge	
250.	1 ea	Hewlett Packard	CN625AM	HP 970XL High Yield Black Ink Cartridge	
251.	1 ea	Hewlett Packard	CN626AM	HP 971XL High Yield Cyan Ink Cartridge	
252.	1 ea	Hewlett Packard	CN627AM	HP 971XL High Yield Magenta Ink Cartridge	
253.	1 ea	Hewlett Packard	CN628AM	HP 971XL High Yield Yellow Ink Cartridge	
254.	1 ea	Hewlett Packard	Q1338A	HP 38A Black LaserJet Cartridge	
255.	1 ea	Hewlett Packard	Q1338D	HP 38A Black LaserJet Cartridge, 2/Pk	
256.	1 ea	Hewlett Packard	Q2429A	110-volt Maintenance Kit	
257.	1 ea	Hewlett Packard	Q2610A	HP 10A Black LaserJet Cartridge	
258.	1 ea	Hewlett Packard	Q2612A	HP 12A Black LaserJet Cartridge	
259.	1 ea	Hewlett Packard	Q2613A	HP 13A Black LaserJet Cartridge, Std Yield	
260.	1 ea	Hewlett Packard	Q2613X	HP 13X Black LaserJet Cartridge, High Yield	
261.	1 ea	Hewlett Packard	Q2624A	HP 24A Black Cartridge, Std Yield	
262.	1 ea	Hewlett Packard	Q3960A	HP 122A Black LaserJet Cartridge, High Yield	
263.	1 ea	Hewlett Packard	Q3961A	HP 122A Cyan LaserJet Cartridge, High Yield	
264.	1 ea	Hewlett Packard	Q3962A	HP 122A Yellow LaserJet Cartridge, High Yield	
265.	1 ea	Hewlett Packard	Q3963A	HP 122A Magenta LaserJet Cartridge, High Yield	
266.	1 ea	Hewlett Packard	Q3964A	HP 122A Imaging Drum	
267.	1 ea	Hewlett Packard	Q5942A	HP 42A Black LaserJet Cartridge, Std Yield	
268.	1 ea	Hewlett Packard	Q5942X	HP 42X Black LaserJet Cartridge, High Yield	
269.	1 ea	Hewlett Packard	Q5949A	HP 49A Black LaserJet Cartridge	
270.	1 ea	Hewlett Packard	Q5949X	HP 49X Black LaserJet Cartridge	
271.	1 ea	Hewlett Packard	Q6000A	HP 124A Black LaserJet Cartridge	
272.	1 ea	Hewlett Packard	Q6000AD	HP 124A Black LaserJet Cartridge, 2/Pk	
273.	1 ea	Hewlett Packard	Q6001A	HP 124A Cyan LaserJet Cartridge	
274.	1 ea	Hewlett Packard	Q6002A	HP 124A Yellow LaserJet Cartridge	
275.	1 ea	Hewlett Packard	Q6003A	HP 124A Magenta LaserJet Cartridge	
276.	1 ea	Hewlett Packard	Q6470A	HP 501A Black LaserJet Cartridge	

ITEM	QTY	MFG	MODEL #	DESCRIPTION	UNIT COST
HEWLETT PACKARD CARTRIDGES (OEM)					
277.	1 ea	Hewlett Packard	Q6471A	HP 502A Cyan LaserJet Cartridge	
278.	1 ea	Hewlett Packard	Q6472A	HP 502A Yellow LaserJet Cartridge	
279.	1 ea	Hewlett Packard	Q6473A	HP 502A Magenta LaserJet Cartridge	
280.	1 ea	Hewlett Packard	Q7551A	HP 51A Black LaserJet Cartridge, Std Yield	
281.	1 ea	Hewlett Packard	Q7553A	HP 53A Black LaserJet Cartridge	
282.	1 ea	Hewlett Packard	CF280A	HP 80 A Black LaserJet Cartridge	
283.	1 ea	Hewlett Packard	CB401A	HP 642A Cyan Ink Cartridge	
284.	1 ea	Hewlett Packard	CF381A	HP 312A Cyan Ink Cartridge	
285.	1 ea	Hewlett Packard	CF382A	HP 312A Yellow Ink Cartridge	
286.	1 ea	Hewlett Packard	CF383A	HP 312A Magenta Ink Cartridge	
287.	1 ea	Hewlett Packard	C2P05AN#140	HP 62XL Black Ink Cartridge	
288.	1 ea	Hewlett Packard	C2P07AN#140	HP 62XL Color Ink Cartridge	
289.	1 ea	Hewlett Packard	CF380X	HP 312X Black Ink Cartridge	
290.	1 ea	Hewlett Packard	Q7551X	HP 51X Black Ink Cartridge	
291.	1 ea	Hewlett Packard	CF332A	HP 654A Yellow Ink Cartridge	
292.	1 ea	Hewlett Packard	CF333A	HP 654A Magenta Ink Cartridge	
293.	1 ea	Hewlett Packard	CF331A	HP 654A Cyan Ink Cartridge	
294.	1 ea	Hewlett Packard	CF330X	HP 654X Black Ink Cartridge	
295.	1 ea	Hewlett Packard	12A Q2612A	HP 12A Black Ink Cartridge	
296.	1 ea	Hewlett Packard	39V1670	IBM 1532/1572	
LEXMARK CARTRIDGES (OEM)					
297.	1 ea	Lexmark	18C2239	14/15 Black/Color Combo Cartridges	
298.	1 ea	Lexmark	T654X11A	Black Toner Cartridge, Extra High Yield Return Program	
299.	1 ea	Lexmark	C734X20G	Photoconductor Kit (No Toner Included)	
300.	1 ea	Lexmark	64035HA	T640/T642/T644 Black Toner Cartridge	
301.	1 ea	Lexmark	T654X84g	T654 Black Toner Cartridge	
XEROX CARTRIDGES (OEM)					
302.	1 ea	Xerox	101R203	Drum Unit, WorkCentre Pro 657	
303.	1 ea	Xerox	106R365	Toner Cartridge, WorkCentre Pro 657	
304.	1 ea	Xerox	106R01218	Cyan High Yield Cartridge, Phaser 6360	
305.	1 ea	Xerox	106R01219	Magenta High Yield Cartridge, Phaser 6360	
306.	1 ea	Xerox	106R01220	Yellow High Yield Cartridge, Phaser 6360	
307.	1 ea	Xerox	106R01221	Black High Yield Cartridge, Phaser 6360	
308.	1 ea	Xerox	108R00645	Imaging Unit, Phaser 6360	

ITEM	QTY	MFG	MODEL #	DESCRIPTION	UNIT COST
XEROX CARTRIDGES (OEM)					
309.	1 ea	Xerox	108R00646	Transfer Roller, Phaser 6360	
310.	1 ea	Xerox	106R00652	Black Cartridge, Phaser 7750	
311.	1 ea	Xerox	106R00653	Cyan Cartridge, Phaser 7750	
312.	1 ea	Xerox	106R00655	Yellow Cartridge, Phaser 7750	
313.	1 ea	Xerox	108R00575	Waste Cartridge, Phaser 7750	
314.	1 ea	Xerox	108R00579	Transfer Roller, Phaser 7750	
315.	1 ea	Xerox	108R00580	Belt Cleaner Assembly, Phaser 7750	
316.	1 ea	Xerox	108R00581	Imaging Unit, Phaser 7750	
317.	1 ea	Xerox	108R00676	Extended-Capacity Maintenance Kit, Phaser 8560MFP	
318.	1 ea	Xerox	108R00723	Cyan Solid Ink (3 Sticks), Phaser 8560MFP	
319.	1 ea	Xerox	108R00724	Magenta Solid Ink (3 Sticks), Phaser 8560MFP	
320.	1 ea	Xerox	108R00725	Yellow Solid Ink (3 Sticks), Phaser 8560MFP	
321.	1 ea	Xerox	108R00727	Black Solid Ink (6 Sticks), Phaser 8560MFP	
322.	1 ea	Xerox	106R02225	Cyan High Capacity Cartridge, Phaser 6605DN	
323.	1 ea	Xerox	106R02226	Magenta High Capacity Cartridge, Phaser 6605DN	
324.	1 ea	Xerox	106R02227	Yellow High Capacity Cartridge, Phaser 6605DN	
325.	1 ea	Xerox	106R02228	Black High Capacity Cartridge, Phaser 6605DN	
326.	1 ea	Xerox	106R02241	Cyan Cartridge, Phaser 6605DN	
327.	1 ea	Xerox	106R02242	Magenta Cartridge, Phaser 6605DN	
328.	1 ea	Xerox	106R02243	Yellow Cartridge, Phaser 6605DN	
329.	1 ea	Xerox	106R02244	Black Cartridge, Phaser 6605DN	
330.	1 ea	Xerox	108R01121	Imaging Unit, Phaser 6605DN	
331.	1 ea	Xerox	108R01122	Printer Transfer Kit, Phaser 6605DN	
332.	1 ea	Xerox	108R01124	Waste Toner Collector, Phaser 6605DN	
333.	1 ea	Xerox	115R00076	Fuser Kit, Phaser 6605DN	
334.	1 bx	Xerox	108R00990	Cyan Solid Inks, 2/box, ColorQube 8700X	
335.	1 bx	Xerox	108R00991	Magenta Solid Inks, 2/box, ColorQube 8700X	
336.	1 bx	Xerox	108R00992	Yellow Solid Inks, 2/box, ColorQube 8700X	
337.	1 bx	Xerox	108R00993	Black Solid Inks, 2/box, ColorQube 8700X	
338.	1 bx	Xerox	108R00994	Black Solid Inks, 4/box, ColorQube 8700X	
339.	1 ea	Xerox	109R00754	Waste Container for ColorQube 8700X	
340.	1 ea	Xerox	108R00823	Staple Cartridge for ColorQube 8700X	
341.	1 ea	Xerox	109R00784	Extended-Capacity Cleaning Unit/Maintenance Kit for ColorQube 8700X	

ITEM	QTY	MFG	MODEL #	DESCRIPTION	UNIT COST
XEROX CARTRIDGES (OEM)					
342.	1 ea	Xerox	604K20360	Phaser 5550/7750/7760 Feed Roller Kit	
343.	1 ea	Xerox	108R00710	Phaser 7400/7700/7750 Staple Cartridge (3-Pk)	
344.	1 ea	Xerox	604K05880	Phaser 7750 MSI Roller Kit	
345.	1 ea	Xerox	115R00025	Phaser 7750/EX7750/7760 Fuser (110v)	
346.	1 ea	Xerox	115R00049	Phaser 7760 Fuser	
347.	1 ea	Xerox	106R00654	Phaser 7760 Magenta Cartridge	
348.	1 ea	Xerox	108R00655	Phaser 7760 Yellow Cartridge	
MICR CARTRIDGES (OEM)					
349.	1 ea	MICR	ST-204063H	ST9530 MICR Black Ink Cartridge	
350.	1 ea	MICR	STI-204065	ST9730 MICR Black Ink Cartridge	
351.	1 ea	MICR	24B6228	ST9730 Imaging Unit	
TOTAL EXTENDED COST					



STATE OF NORTH CAROLINA

COUNTY OF ONSLOW

AFFIDAVIT of COMPLIANCE
with N.C. E-Verify Statutes

I, _____ (hereinafter the "Affiant"), duly authorized by and on behalf of _____ (hereinafter the "Employer") after being first duly sworn deposes and says as follows:

1. I am the _____ (President, Manager, CEO, etc.) of the Employer and possess the full authority to speak for and on behalf of the Employer identified above.
2. Employer understands that "E-Verify" means the federal E-Verify program operated by the United States Dept. of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hired employees pursuant to federal law.
3. _____ Employer employs 25 or more employees in the State of North Carolina, and is in compliance with the provisions of N.C. Gen. Stat. §64-26. Employer has verified the work authorization of its employees through E-Verify and shall retain the records of verification for a period of at least one year.

_____ Employer employs fewer than 25 Employees and is therefore not subject to the provisions of N.C. Gen. Stat. §64-26.
4. All subcontractors engaged by or to be engaged by Employer have or will have likewise complied with the provisions of N.C. Gen. Stat. §64-26.
5. Employer shall keep the Onslow County Schools informed of any change in its status pursuant to Article 2 of Chapter 64 of the North Carolina General Statutes.

Further this affiant sayeth not.

This the _____ day of _____, 20____.

Affiant

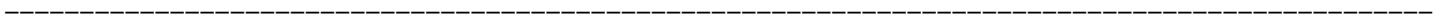
STATE OF NORTH CAROLINA
COUNTY OF _____

Sworn to and subscribed before me, this the _____ day of _____, 20____.

Notary Public

[SEAL]

My commission expires: _____



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GENERAL CONTRACT TERMS AND CONDITIONS

1. **DEFAULT AND PERFORMANCE BOND:** If, through any cause, Vendor shall fail to fulfill in timely and proper manner the obligations under this agreement, Onslow County Schools shall have the right to terminate this contract by giving written notice to the Vendor and specifying the effective date thereof. In case of default by the Vendor for any reason, Onslow County Schools may procure substitute goods from other sources and hold the Vendor responsible for any excess cost occasioned thereby. Onslow County Schools reserves the right to require at any time a performance bond or other acceptable alternative guarantees from a successful Vendor without expense to Onslow County Schools.

In addition, in the event of default by the Vendor under this contract, Onslow County Schools may immediately cease doing business with the Vendor, immediately terminate for cause all existing contracts Onslow County Schools has with the Vendor, and debar the Vendor from doing future business with Onslow County Schools.

Upon the Vendor filing a petition for bankruptcy or the entering of a judgment of bankruptcy by or against the Vendor, Onslow County Schools may immediately terminate, for cause, this contract and all other existing contracts the Vendor has with Onslow County Schools, and debar the Vendor from doing future business with Onslow County Schools.
2. **GOVERNMENTAL RESTRICTIONS:** In the event any Governmental restrictions are imposed which necessitate alteration of the material, quality, workmanship or performance of the items offered prior to their delivery, it shall be the responsibility of the Vendor to notify, in writing, the issuing purchasing office at once, indicating the specific regulation which required such alterations. Onslow County Schools reserves the right to accept any such alterations, including any price adjustments occasioned thereby, or to cancel the contract.
3. **AVAILABILITY OF FUNDS:** Any and all payments to the contractor are dependent upon and subject to the availability of funds to the agency for the purpose set forth in this agreement.
4. **TAXES:** Any applicable taxes shall be invoiced as a separate item.
 - a. G.S. § 143-59.1 bars the Secretary of Administration from entering into contracts with vendors if the Vendor or its affiliates meet one of the conditions of G.S. § 105-164.8(b) and refuse to collect use tax on sales of tangible personal property to purchasers in North Carolina. Conditions under G.S. § 105-164.8(b) include: (1) Maintenance of a retail establishment or office, (2) Presence of representatives in the State that solicit sales or transact business on behalf of the vendor and (3) Systematic exploitation of the market by media-assisted, media-facilitated, or media-solicited means. By execution of the quote document the Vendor certifies that it and all of its affiliates, (if it has affiliates), collect(s) the appropriate taxes.
 - b. All agencies participating in this contract are exempt from Federal Taxes, such as excise and transportation. Exemption forms submitted by the Vendor will be executed and returned by the using agency.
 - c. Prices offered are not to include any personal property taxes, nor any sales or use tax (or fees) unless required by the North Carolina Department of Revenue.
5. **SITUS:** The place of this contract, its situs and forum, shall be North Carolina, where all matters, whether sounding in contract or tort, relating to its validity, construction, interpretation and enforcement shall be determined.
6. **GOVERNING LAWS:** This contract is made under and shall be governed and construed in accordance with the laws of the State of North Carolina, without regard to its conflict of laws rules.
7. **INSPECTION AT CONTRACTOR'S SITE:** Onslow County Schools reserves the right to inspect, at a reasonable time, the equipment/item, plant or other facilities of a prospective contractor prior to contract award, and during the contract term as necessary for Onslow County Schools' determination that such equipment/item, plant or other facilities conform with the specifications/requirements and are adequate and suitable for the proper and effective performance of the contract.
8. **PAYMENT TERMS:** Onslow County Schools prefers payment to be made when entire purchase order is complete. Payment terms are Net not later than 30 days after receipt of correct invoice or acceptance of goods, whichever is later. The using agency is responsible for all payments to the Vendor under the contract. Payment by some agencies may be made by procurement card, if the Vendor accepts that card (Visa, MasterCard, etc.) from other customers, and it shall be accepted by the Vendor for payment under the same terms and conditions as any other method of payment accepted by the Vendor. If payment is made by procurement card, then payment may be processed immediately by the Vendor.
9. **AFFIRMATIVE ACTION:** The Vendor will take affirmative action in complying with all Federal and State requirements concerning fair employment and employment of people with disabilities, and concerning the treatment of all employees without regard to discrimination by reason of race, color, religion, sex, national origin or disability.
10. **CONDITION AND PACKAGING:** Unless otherwise provided by special terms and conditions or specifications, it is understood and agreed that any item offered or shipped has not been sold or used for any purpose and shall be in first class condition. All containers/packaging shall be suitable for handling, storage or shipment.

11. **STANDARDS:** All manufactured items and/or fabricated assemblies subject to operation under pressure, operation by connection to an electric source, or operation involving a connection to a manufactured, natural, or LP gas source shall be constructed and approved in a manner acceptable to the appropriate state inspector which customarily requires the label or re-examination listing or identification marking of the appropriate safety standard organization; such as the American Society of Mechanical Engineers for pressure vessels; the Underwriters Laboratories and /or National Electrical Manufacturers' Association for electrically operated assemblies; or the American Gas Association for gas operated assemblies, where such approvals of listings have been established for the type of device offered and furnished. Further, all items furnished shall meet all requirements of the Occupational Safety and Health Act (OSHA), and state and federal requirements relating to clean air and water pollution.

The complete product(s) offered herein, and NOT merely its component parts or subsystems, must comply with the above requirement for safety listing. Having the appropriate certification or safety label affixed to any device delivered pursuant to this solicitation, under the conditions described above, is a material condition of any contract awarded as a result of this solicitation. All costs for product and industry certifications and listings, and any other actions required to supply conforming products to Onslow County Schools as described in this RFQ, are the sole responsibility of the Vendor. The certifications or safety label shall be affixed and be visible on the OUTSIDE of all products that require a certification or safety label in order to pass the State Quality Acceptance Inspection.

12. **INTELLECTUAL PROPERTY INDEMNITY:** Vendor shall hold and save Onslow County Schools, its officers, agents and employees, harmless from liability of any kind, including costs and expenses, resulting from infringement of the rights of any third party in any copyrighted material, patented or unpatented invention, articles, device or appliance delivered in connection with this contract.
13. **ADVERTISING:** Vendor agrees not to use the existence of this contract or the name of Onslow County Schools as part of any commercial advertising or marketing of products or services. A Vendor may inquire whether Onslow County Schools is willing to act as a reference by providing factual information directly to other prospective customers.
14. **ACCESS TO PERSONS AND RECORDS:** During and after the term hereof, the State Auditor and any using agency's internal auditors shall have access to persons and records related to this contract to verify accounts and data affecting fees or performance under the contract, as provided in G.S. § 143-49(9).
15. **ASSIGNMENT:** No assignment of the Vendor's obligations nor the Vendor's right to receive payment hereunder shall be permitted.

However, upon written request approved by the issuing purchasing authority and solely as a convenience to the Vendor, Onslow County Schools may:

- a. Forward the Vendor's payment check directly to any person or entity designated by the Vendor, and
- b. Include any person or entity designated by Vendor as a joint payee on the Vendor's payment check.

In no event shall such approval and action obligate Onslow County Schools to anyone other than the Vendor and the Vendor shall remain responsible for fulfillment of all contract obligations. Upon advance written request, Onslow County Schools may, in its unfettered discretion, approve an assignment to the surviving entity of a merger, acquisition or corporate reorganization, if made as part of the transfer of all or substantially all of the Vendor's assets. Any purported assignment made in violation of this provision shall be void and considered a material breach of this contract.

16. **INSURANCE:**

COVERAGE - During the term of the contract, the Vendor at its sole cost and expense shall provide commercial insurance of such type and with such terms and limits as may be reasonably associated with the contract. As a minimum, the Vendor shall provide and maintain the following coverage and limits:

- a. **Worker's Compensation** - The contractor shall provide and maintain Worker's Compensation Insurance, as required by the laws of North Carolina, as well as employer's liability coverage with minimum limits of \$500,000.00, covering all of Vendor's employees who are engaged in any work under the contract. If any work is sublet, the contractor shall require the subcontractor to provide the same coverage for any of his employees engaged in any work under the contract.
- b. **Commercial General Liability** - General Liability Coverage on a Comprehensive Broad Form on an occurrence basis in the minimum amount of \$500,000.00 Combined Single Limit. (Defense cost shall be in excess of the limit of liability.)
- c. **Automobile** - Automobile Liability Insurance, to include liability coverage, covering all owned, hired and non-owned vehicles, used in connection with the contract. The Motor Vehicle Insurance Coverage shall be in an amount not less than \$300,000 for Bodily Injury, including Accidental Death, to any one person and subject to the same limit for each person, in an amount not less than \$500,000 on account of one accident; and Property Damage Insurance Coverage in an amount not less than \$100,000/\$300,000; Uninsured/Under Insured Motorist Insurance Coverage in an amount not less than \$150,000.00 and \$2,500.00 medical payment.

REQUIREMENTS: Providing and maintaining adequate insurance coverage is a material obligation of the Vendor and is of the essence of this contract. All such insurance shall meet all laws of the State of North Carolina. Such insurance coverage shall be obtained from companies that are authorized to provide such coverage and that are authorized by the Commissioner of Insurance to do business in North Carolina. The Vendor shall at all times comply with the terms of such insurance policies, and all requirements of the insurer under any such insurance policies, except as they may conflict with existing North Carolina laws or this contract. The limits of coverage under each insurance policy maintained by the contractor shall not be interpreted as limiting the Vendor's liability and obligations under the contract. Onslow County Schools will be required to be listed as an additional insured for general liability.

17. **GENERAL INDEMNITY:** The Vendor shall hold and save Onslow County Schools, its officers, agents, and employees, harmless from liability of any kind, including all claims and losses accruing or resulting to any other person, firm, or corporation that may be injured or damaged by the Vendor in the performance of this contract and that are attributable to the negligence or intentionally tortious acts of the Vendor provided that the Vendor is notified in writing within 30 days that Onslow County Schools has knowledge of such claims. The Vendor represents and warrants that it shall make no claim of any kind or nature against Onslow County Schools' agents who are involved in the delivery or processing of contractor goods to Onslow County Schools. The representation and warranty in the preceding sentence shall survive the termination or expiration of this contract.

18. **REGISTERED E-PROCUREMENT VENDORS:**

ELECTRONIC PROCUREMENT (APPLIES TO ALL CONTRACTS THAT INCLUDE E-PROCUREMENT AND ARE IDENTIFIED AS SUCH IN THE BODY OF THE SOLICITATION DOCUMENT): Purchasing shall be conducted through the Statewide E-Procurement Service. The State's third party agent shall serve as the Supplier Manager for this E-Procurement Service. The Vendor shall register for the Statewide E-Procurement Service within two (2) business days of notification of award in order to receive an electronic purchase order resulting from award of this contract.

THE SUCCESSFUL BIDDER(S) SHALL PAY A TRANSACTION FEE OF 1.75% (.0175) ON THE TOTAL DOLLAR AMOUNT (EXCLUDING SALES TAXES) OF GOODS INCLUDED ON EACH PURCHASE ORDER ISSUED THROUGH THE STATEWIDE E-PROCUREMENT SERVICE. This applies to all purchase orders, regardless of the quantity or dollar amount of the purchase order. The transaction fee shall not be stated or included as a separate item on the proposed contract or invoice. There are no additional fees or charges to the Vendor for the services rendered by the Supplier Manager under this contract. Vendor will receive a credit for transaction fees they paid for the purchase of any item(s) if an item(s) is returned through no fault of the Vendor. Transaction fees are non-refundable when an item is rejected and returned, or declined, due to the Vendor's failure to perform or comply with specifications or requirements of the contract.

Vendor or its Authorized Reseller, as applicable, will be invoiced monthly for the State's transaction fee by the Supplier Manager. The transaction fee shall be based on purchase activity for the prior month, or purchases for which the supplier invoice has been paid. Unless Supplier Manager receives written notice from the Vendor identifying with specificity any errors in an invoice for the transaction fee within thirty (30) days of the receipt of invoice, such invoice shall be deemed to be correct and Vendor shall have waived its right to later dispute the accuracy and completeness of the invoice. Payment of the transaction fee by the Vendor is due to the account designated by the State within thirty (30) days after receipt of the correct invoice for the transaction fee. If payment of the transaction fee is not received by the State within this payment period, it shall be considered a material breach of contract. Pursuant to North Carolina General Statute § 147-86.23, the Service will charge interest and late payment penalties on past due balances. Interest shall be charged at the rate set by the Secretary of Revenue pursuant to N.C.G.S. § 105-241.21 as of the date the balances are past due. The late payment penalty will be ten percent (10%) of the account receivable. Within thirty (30) days of the receipt of invoice, Vendor may dispute in writing the accuracy of an invoice. No interest shall be charged on disputed and overdue amounts to the extent the State agrees to reduce or adjust the amount in dispute. The Supplier Manager shall provide, whenever reasonably requested by the Vendor in writing (including electronic documents), supporting documentation from the E-Procurement Service that accounts for the amount of the invoice.

The Supplier Manager will capture the order from the State approved user, including the shipping and payment information, and submit the order in accordance with the E-Procurement Service. Subsequently, the Supplier Manager will send those orders to the appropriate Vendor on State Contract. Onslow County Schools or State approved user, not the Supplier Manager, shall be responsible for the solicitation, quotes received, evaluation of quotes received, award of contract, and the payment for goods delivered.

Vendor agrees at all times to maintain the confidentiality of its user name and password for the Statewide E-Procurement Services. If Vendor is a corporation, partnership or other legal entity, then the Vendor may authorize its employees to use its password. Vendor shall be responsible for all activity and all charges by such employees. Vendor agrees not to permit a third party to use the Statewide E-Procurement Services through its account. If there is a breach of security through the Vendor's account, Vendor shall immediately change its password and notify the Supplier Manager of the security breach by e-mail. Vendor shall cooperate with the State and the Supplier Manager to mitigate and correct any security breach.

VENDOR IS AND SHALL REMAIN RESPONSIBLE FOR PAYING THE TRANSACTION FEE ON BEHALF OF ANY SUB-CONTRACTOR OR DEALER INVOLVED IN PERFORMANCE UNDER THIS CONTRACT IN THE EVENT THAT SUCH SUB-CONTRACTOR OR DEALER DEFAULTS ON PAYMENT.

20. **NON-REGISTERED E-PROCUREMENT VENDORS:** E-Procurement Rules **DO NOT** apply.
21. **COMPLIANCE WITH LAWS:** Vendor shall comply with all laws, ordinances, codes, rules, regulations, and licensing requirements that are applicable to the conduct of its business and performance in accordance with this contract, including those of federal, state and local agencies having jurisdiction and/or authority.
22. **ENTIRE AGREEMENT:** This contract and any documents incorporated specifically by reference represent the entire agreement between the parties and supersede all prior oral or written statements or agreements. This contract, any addenda hereto, and the Vendor's quotes are incorporated herein by reference as though set forth verbatim.
- All promises, requirements, terms, conditions, provisions, representations, guarantees, and warranties contained herein shall survive the contract expiration or termination date unless specifically provided otherwise herein, or unless superseded by applicable Federal or State statutes of limitation.
23. **AMENDMENTS:** This contract may be amended only by written amendments duly executed by Onslow County Schools and the Vendor. The NC Division of Purchase and Contract shall give prior approval to any amendment to a contract awarded through that office.
24. **CANCELLATION (TERM CONTRACTS ONLY):** All contract obligations shall prevail for at least 180 days after the effective date of the contract. After that period, in addition to the provisions of the paragraph entitled Price Adjustments, for the protection of both parties, this contract may be canceled in whole or in part by either party by giving thirty (30) days prior notice in writing to the other party.
25. **QUANTITIES (TERM CONTRACTS ONLY):** The award of a term contract neither implies nor guarantees any minimum or maximum purchases there under.
26. **PRICE ADJUSTMENTS (TERM CONTRACTS ONLY):** Any price changes, downward or upward, which might be permitted during the contract period must be general, either by reason of market change or on the part of the Vendor to other customers.
- Notification:** Must be given to Onslow County Schools, in writing, concerning any proposed price adjustments. Such notification shall be accompanied by copy of manufacturer's official notice or other acceptable evidence that the change is general in nature.
 - Decreases:** Onslow County Schools shall receive full proportionate benefit immediately at any time during the contract period.
 - Increases:** All prices shall be firm against any increase for 180 days from the effective date of the contract. After this period, a request for increase may be submitted with Onslow County Schools reserving the right to accept or reject the increase, or cancel the contract. Such action by Onslow County Schools shall occur not later than fifteen (15) days after the receipt by Onslow County Schools of a properly documented request for price increase. Any increases accepted shall become effective not later than thirty (30) days after the expiration of the original fifteen (15) days reserved to evaluate the request for increase.
 - Invoices:** It is understood and agreed that orders will be shipped at the established contract prices in effect on dates orders are placed. Invoicing at variance with this provision will subject the contract to cancellation. Applicable North Carolina sales tax shall be invoiced as a separate item.
27. **WARRANTY:** The Vendor warrants to Onslow County Schools that all equipment furnished under this specification will be new, of good material and workmanship, and agrees to replace promptly any part or parts which by reason of defective material or workmanship shall fail under normal use, free of negligence or accident, for a minimum period of twelve (12) months from date put in operation. Such replacement shall include all parts, labor, and transportation cost to the location where equipment is down, free of any charge to the owner or his representative.
28. **REGISTERED SEX OFFENDERS:** Vendor acknowledges that Onslow County Schools prohibits anyone registered or required to register as a sex offender from being present on any Onslow County Schools property for any reason, whether before, during or after school hours. Vendor expressly agrees that it, and any of its employees, will comply with this policy and acknowledges that any individuals that violate this policy are subject to removal from Onslow County Schools' property by Onslow County Schools and/or law enforcement officials and may also be subject to criminal prosecution. Vendor could be removed from additional opportunities that may become available with Onslow County Schools.

If Vendor, any of Vendor's employees, or any of Vendor's subcontractors or employees of subcontractors will have any direct interaction with students, then Vendor or the subcontractor must (i) on an annual basis conduct a check of the N.C. Sex Offender and Public Protection Registration Program, the N.C. Sexually Violent Predator Registration Program and the National Sex Offender Registry for all such employees; and (ii) prohibit individuals listed on such registries from being on Onslow County Schools property.

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- 29. **WAIVER:** The failure to enforce or the waiver by Onslow County Schools of any right, breach or default on one occasion or instance shall not constitute the waiver of such right, breach or default on any subsequent occasion or instance.
 - 30. **FORCE MAJEURE:** Neither party shall be deemed to be in default of its obligations hereunder if and so long as it is prevented from performing such obligations as a result of events beyond its reasonable control, including without limitation, fire, power failures, any act of war, hostile foreign action, nuclear explosion, riot, strikes or failures or refusals to perform under subcontracts, civil insurrection, earthquake, hurricane, tornado, or other catastrophic natural event of act of God.
 - 31. **E-VERIFY:** Contractor shall comply with the requirements of Article 2 of Chapter 64 of the NC General Statutes. Further, if Contractor utilizes a subcontractor, Contractor shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the NC General Statutes.
 - 32. **IRAN DIVESTMENT ACT CERTIFICATION:** Contractor hereby certifies that Contractor, and all subcontractors, are not on the Iran Final Divestment List ("List") created by the North Carolina State Treasurer pursuant to N.C.G.S. 143-6A-4. Contractor shall not utilize any subcontractor that is identified on the List.

02/26/2016