

BLANKET PURCHASE ORDER

STATE OF MARYLAND

***** STATE OF MARYLAND *****

BPO NO: 001B5400052

PRINT DATE: 02/01/16

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SHIP TO: AS SPECIFIED ON INDIVIDUAL ORDERS	
VENDOR ID: AJ STATIONERS INC 6810 DEERPATH ROAD SUITE 425 ELKRIDGE, MD 21075 (410)360-4900	REFER QUESTIONS TO: LISA FORTUNE MCDONALD (410)767-4084 LISA.MCDONALD@MARYLAND.GOV
ITB:	EXPR DATE: 02/15/16 POST DATE: 06/27/14
DISCOUNT TERMS: . NET 30 DAY CONTRACT AMOUNT: .00	

TERMS:

ARTICLES HEREIN ARE EXEMPT FROM MARYLAND SALES AND USE TAXES BY EXEMPTION CERTIFICATE NUMBER 3000256-3 AND FROM FEDERAL EXCISE TAXES BY EXEMPTION NUMBER 52-73-0358K. IT IS THE VENDOR'S RESPONSIBILITY TO ADVISE COMMON CARRIERS THAT AGENCIES OF THE STATE OF MARYLAND ARE EXEMPT FROM TRANSPORTATION TAX.

CONTRACT HAS BEEN EXTENDED UNTIL JANUARY 31, 2016.

CONTRACT HAS BEEN EXTENDED UNTIL DECEMBER 31, 2015.
CONTRACT HAS BEEN EXTENDED UNTIL SEPTEMBER 30, 2015

VENDOR TELEPHONE NUMBER: (410) 360-4900

VENDOR TO SUPPLY OFFICE SUPPLIES ACCORDING TO THE WASHINGTON SUBURBAN SANITARY COMMISSION (WSSC) OFFICE SUPPLIES CONTRACT NO. 6200.

CONTRACT HAS BEEN EXTENDED UNTIL AUGUST 31, 2015.

CONTRACT HAS BEEN EXTENDED UNTIL JULY 30, 2015.

CONTRACT PERIOD: JULY 1, 2014 THRU JUNE 30, 2015
WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS.

CONTRACT RESTRICTIONS: VENDOR MAY NOT PROVIDE ANY PRODUCTS THAT ARE ALREADY BEING SUPPLIED UNDER A CURRENT BLANKET CONTRACT WITH THE DEPARTMENT OF GENERAL SERVICES. ONCE THOSE CONTRACTS EXPIRE INCLUDING ANY RENEWAL OPTIONS, AJ STATIONERS MAY THEN SUPPLY THESE PRODUCTS AT THE DISCOUNTED PRICES AS INDICATED UNDER THIS AGREEMENT.

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TERMS (cont'd):

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WSSC CONTRACT DISCOUNT PRODUCT CATEGORY: THIS IS A
PARTIAL LISTING OF CATEGORIES SUPPLIED UNDER THIS
.AGREEMENT. FOR EXACT PRICING LOG ON TO WWW.AJSTATIONERS.COM

THIS CONTRACT SUBJECT TO THE ATTACHED TERMS AND CONDITIONS FOR
COMMODITY CONTRACTS OVER \$25,000.

CHANGES:

A. THE STATE AND AJ STATIONERS HAVE AGREED TO INCORPORATE THE
ATTACHED MARYLAND TERMS AND CONDITIONS FOR COMMODITY CONTRACTS
OVER \$25,000. IN THE EVENT OF A CONFLICT BETWEEN THE ATTACHED
MARYLAND TERMS AND CONDITIONS FOR COMMODITY CONTRACTS OVER
\$25,000 AND THE TERMS AND CONDITIONS OF THE WSSC
OFFICE SUPPLIES CONTRACT NO. 6200, THE
TERMS OF THE MARYLAND TERMS AND CONDITIONS FOR COMMODITY
CONTRACTS OVER \$25,000 WILL TAKE PRECEDENCE OVER TERMS
CONTAINED IN WSSC CONTRACT, NUMBER 6200.

ALL PRODUCTS USED IN PACKING TO CUSHION AND PROTECT DURING THE
SHIPMENT OF COMMODITIES ARE TO BE REUSABLE AND/OR MADE OF RECYCLED,
RECYCLABLE, AND/OR BIODEGRADABLE MATERIALS.

PROCESSING FEE

1.
CONTRACTOR SHALL PAY A PROCESSING FEE TO THE STATE IN THE AMOUNT OF
ONE PERCENT (1%) OF THE TOTAL CONTRACT SALES. THE PROCESSING FEE IS
CALCULATED BASED ON ALL SALES TRANSACTED UNDER THE CONTRACT,
MINUS, ANY RETURNS OR CREDITS. THE PROCESSING FEE SHALL NOT BE
CHARGED DIRECTLY TO THE CUSTOMER, E.G., AS A SEPARATE LINE ITEM,
FEE OR SURCHARGE, BUT SHALL BE INCLUDED IN THE CONTRACTS UNIT PRICES.

2.
THE PROCESSING FEE SHALL BE SUBMITTED TO THE DEPARTMENT OF GENERAL
SERVICES, FISCAL SERVICES DIVISION, 301 W. PRESTON STREET, ROOM 1309,
BALTIMORE, MD., 21201, WITHIN TEN (10) CALENDAR DAYS FOLLOWING THE
END OF EACH CALENDAR MONTH ALONG WITH A MONTHLY USAGE REPORT
DOCUMENTING ALL CONTRACT SALES. AN EXCEL VERSION OF THE MONTHLY
USAGE REPORT, INCLUDING AGENCY CODE AND STATE ITEM ID, SHALL ALSO
BE EMAILED TO WAWAU.SALAKO@MARYLAND.GOV..

THE VENDOR ALSO AGREES TO A 5% MBE AS STIPULATED IN THE SIGNED
AGREEMENT.

3.
FAILURE TO REMIT PROCESSING FEES IN A TIMELY MANNER OR REMITTANCE
OF FEES INCONSISTENT WITH THE CONTRACT'S REQUIREMENT MAY RESULT
IN THE STATE EXERCISING ALL RECOURSE AVAILABLE UNDER
THE CONTRACT INCLUDING, BUT NOT LIMITED TO, A THIRD PARTY
AUDIT OF ALL CONTRACT ACTIVITY. SHOULD AN AUDIT BE REQUIRED

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TERMS (cont'd):

BY THE STATE, THE CONTRACTOR SHALL REIMBURSE THE STATE FOR ALL COSTS ASSOCIATED WITH THE AUDIT UP TO \$10,000.00 OR ONE (1%) PERCENT OF THE CONTRACT'S ESTIMATED ANNUAL VALUE, WHICH EVER IS HIGHER.

<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>	
0003	20372			
PRINTER ACCESSORIES AND SUPPLIES: CHEMICALS, FORMS TRACTORS, INKS AND CARTRIDGES				
0004	61560	EA		
OFFICE SUPPLIES, GENERAL (NOT OTHERWISE CLASSIFIED)				
0005	20772	EA		
PRINTER ACCESSORIES AND SUPPLIES: CHEMICALS, FORMS TRACTORS, INKS AND CARTRIDGES, PAPER, LABEL SHEETS, SHEET				
0006	60073	EA		
OFFICE MACHINES, EQUIPMENT, ACCESSORIES, AND SUPPLIES				

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<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>	_____	_____
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0007	61573	EA			
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RECYCLED OFFICE SUPPLIES

0008	64521	EA			
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PAPER, BOND

0009	64621				
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BOND PAPER (INCLUDING RECYCLED), ENVIRONMENTALLY CERTIFIED PRODUCTS

_____ END OF ITEM LIST _____

VENDOR FEDERAL IDENTIFICATION NUMBER: 1521614963

VENDOR TELEPHONE NUMBER FOR PLACING ORDERS: (410) 360-4900

VENDOR CONTACT PERSON: RUSTY BALAZS

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AUTHORIZED BY: _____ **DATE:** _____

BUYER AUTHORIZED DESIGNEE