

# Contract Overview

Prior to utilizing this contract, the user should read the contract in its entirety.

CONTRACT DESCRIPTION/HIGHLIGHTS
<p>&gt;These Multiple awarded Enterprise wide contracts will provide Microfilm Equipment., Maintenance/Repairs, Supplies, Accessories, Software and Related Services to all Agencies and Costars Members</p> <p>Items covered under the contract but not limited to the following:</p> <ul style="list-style-type: none"> <li>•Microfilm Microfiche Readers and associated supplies</li> <li>•Microfilm/Microfiche camera lenses and associated Supplies</li> <li>•Microfilm and Microfiche film and supplies (lamps, processing supplies, microfilm jackets)</li> <li>•Roll Film Readers and associated supplies</li> <li>•Aperture Card Scanning equipment and associated supplies</li> <li>•Scanning for Paper and Books</li> <li>•All sundry supplies associated with Microfilm / Microfiche Reader / Roll Film Readers</li> <li>•Related Software and software upgrades</li> <li>•Maintenance and service repairs of new and existing microfilm equipment.</li> <li>•Document Conversion Services for converting, but not limited to Microfilm and Microfiche (16mm, 35mm, Aperture Cards, and Books etc.) to the agency's desired format (PDF, Jpeg, Tiff, etc.).</li> </ul> <p>&gt;All components must be components used in conjunction with the microfilm operation.</p> <p>&gt;This contract also covers the lease with purchase option of equipment for some manufacturers..</p> <p><b>If contract allows for COSTARS participation include the following language:</b>            DGS has identified this Contract as one which will be made available for COSTARS members' participation. Those suppliers having agreed to sell to registered COSTARS members are designated on the "Search Contracts" page of PA eMarketplace. "Yes" within the COSTARS column means the supplier has agreed to sell to COSTARS members. "No" within the COSTARS column means the contract for a specific supplier is not available to COSTARS members.</p> <p>&gt;Each supplier shall provide a current Manufacturer's List Price. Each suppliers percentage discount off Manufacturers List Price is posted under Appendix A of each contract.</p> <p>&gt; Refer to Manufacturer Discounts (Tab) for authorized reseller information, manufacturers equipment, supplies offered and percentage discounts.</p> <p>&gt; Refer to change notices for updated product and percentage discount information</p>

CONTRACT INFORMATION	
<b>Contract Title</b>	Microfilm Equipment, Supplies and Services
<b>Contract Number</b>	Multiple
<b>Solicitation Number</b>	6100056936
<b>Original Validity Period</b>	02/01/2023 to 01/31/2025
<b>Current Validity End Date &amp; Renewals Remaining</b>	01/31/2025 - 3 renewals remaining
<b>Total Number of Contracts</b>	3
<b>Contract Change Revision Date</b>	n/a
<b>Point of Contact</b>	Valarie Hosler
<b>Contact Phone Number</b>	717-703-2945
<b>Contact Email Address</b>	<a href="mailto:vhosler@pa.gov">vhosler@pa.gov</a>
PROCESS TO ORDER	
<b>Product Type</b>	Material
<b>Contract Ordering Process</b>	Line Item
<b>End User Procedures:</b>	<a href="#">End-User Procedures</a>
<b>P-Card Acceptance Status</b>	Accepted
<p><b>Contract Type- SRM: Standard PO</b></p> <p>&gt; Contact the vendor from the vendor listing tab in the contract overview for a quote on the item to be purchased. Supplier quotes must be on company letterhead and reference the PA State contract. Agencies must attach all quotes to the Purchase order.</p> <p>&gt; Maintenance request for existing equipment: Refer to the vendor listing tab in the contract overview section and contact suppliers via phone or mail for confirmation that maintenance coverage is provided for your existing equipment. Once approved, send a request to the supplier(s) for a quote and attach the accepted quote to your purchase order.</p> <p>&gt;Agencies must reference Management Directives 210.4 and 210.8 prior to utilizing this contract.</p> <p>&gt; Agencies must adhere to the following: Department of Revenue has first right of refusal for regular scanning services. Revenue Contact - Joshua Kunkel (jokunkel@pa.gov). Unique Source Products and Services (4400004306, 4400004695) have first right of refusal for microfilming related services, and second right of refusal for regular scanning services.</p>	

Contract Number	Supplier Number	Supplier Name	Small Business Status	COSTARS	Supplier Mailing Address	Contact Person	Contact Telephone Number	Contact Fax Number	Contact Email Address
4400027397	121371	Reynolds Business Systems, inc	N/A	YES	5402 Chestnut St, Emmaus, PA 17055	Keith Reynolds	(610)-398-9080	610-398-9752	kreynolds@reynoldsbusiness.com
4400027398	515879	e-Imagedata Corp	N/A	YES	340 Grant Street, Hartford, WI 53027-1075	Jeff Middleton	(262)-290-5790	262-673-3496	jmiddleton@e-imagedata.com
4400027418	332593	NMS Imaging, INC	N/A	YES	12501 Prosperity Dr. Ste 205, Silver Spring, MD 20904-1649	Ganesh Venkat	(240)-645-4357	301-622-2536	gvenkat@nmsimaging.com

**MICROFILM EQUIPMENT ,SUPPLIES AND RELATED SERVICES**

<b>SUPPLIERS</b>		<b>Reynolds Business Systems Inc. 4400027397</b>	<b>e-Image Data Corporation 4400027398</b>	<b>NMS Imaging, Inc 4400027418</b>
<b>Manufacturers Offered</b>		EPSON,Image Access ,Kodak alaris ,KOFAX, nextScan, Stimaging	e-Image Data Corporation	Metis
<b>Leasing Offered</b>		Yes	No	No
<b>PERCENT DISCOUNT MICROFILM EQUIPMENT</b>		5% to 10% depending on the manufacturer	5%	3%-8%
<b>PERCENT DISCOUNT MICROFILM EQUIPMENT MAINTENANCE/REPAIRS</b>		10%	5%	3%-8%
<b>PERCENT DISCOUNT MICROFILM EQUIPMENT SUPPLIES</b>		0%	5%	3%-8%
<b>Accessories which are not covered or included in other purchases, including Software and Software Maintenance/Upgrades</b>		5% to 10% depending on the manufacturer	5%	3%-8%

**\*\*\* THIS IS A MULTIPLE AWARD CONTRACT WITH DISCOUNT FROM LIST PRICE\*\*\***