



BUYERS GUIDE



FOR

IT Hardware Value Added Reseller (IT HVAR) – Price Agreement 5603

Version 1.3 dated 09/04/18



WHAT IS COVERED UNDER THIS PRICE AGREEMENT?

| | categories | definition |
|----------------------|----------------------------|---|
| PRIMARY CATEGORIES | 1 COMPUTING | Device or system whose primary purpose is computing. |
| | 2 NETWORKING | Device or system whose primary purpose is networking. |
| | 3 STORAGE | Device or system whose primary purpose is storage. |
| | 4 CONVERGED INFRASTRUCTURE | Device or system whose primary purpose is a combination of two or more of the primary categories. |
| SECONDARY CATEGORIES | 5 PERIPHERALS | Any product that can be attached to, added within, or networked with one of the four primary categories of products. |
| | 6 CONSUMABLES | Products that are used up in the normal course of using one of the primary or secondary categories of products. |
| | 7 SERVICES | Installation, configuration, and training of hardware devices and/or systems, both new and ongoing maintenance and support. |
| | 8 SOFTWARE | Software necessary for a primary category device or system to operate. |

Products and services fitting into the following categories:

PRIMARY CONTACTS

| CDW•G |
|--|
| Account Manager |
| Adam Ryan |
| (866) 682-0927 |
| adamrya@cdw.com |

| CDW•G |
|--|
| Finance & Leasing Specialist |
| Jim Heidenfelder |
| (866) 730-4911 |
| jimhei@cdw.com |

| DASPS |
|--|
| Price Agreement Administrator |
| Debbie Davis |
| (503) 378-5345 |
| debbie.m.davis@oregon.gov |

PRICING METHODOLOGY

Pricing is calculated as the ITHVAR's cost plus the following markup:

| C# | product category | markup | C# | product category | markup |
|-----|-----------------------------|--------|-----|--------------------------------|--------|
| 1.1 | Notebook / Mobile Devices | 1.75% | 5.3 | Carts and Office Equipment | 7.75% |
| 1.2 | Desktop Computers | 2.00% | 5.4 | Memory / System Components | 3.00% |
| 1.3 | Servers & Server Management | 3.25% | 5.5 | Point of Sale/Data Capture | 7.75% |
| 2.1 | Netcomm Products | 7.00% | 5.6 | *Power, Cooling, & Racks | 7.75% |
| 2.2 | Telephony | 5.00% | 5.7 | Printing & Document Scanning | 5.00% |
| 3.1 | Data Storage / Drives | 3.00% | 5.8 | Video Projection & Pro Audio | 2.25% |
| 3.2 | Enterprise Storage | 3.00% | 6 | Consumables * | |
| 4 | Converged Infrastructure * | | 7.1 | CDW Delivered Services / Parts | 4.00% |
| 5.1 | Accessories | 7.75% | 7.2 | Services (Partner Delivered) | 7.75% |
| 5.2 | Cables | 7.75% | 8 | Software | 7.75% |

*Converged Infrastructure and Consumables fall within other product categories and will be priced accordingly.

Please reference Exhibit A-3 for current pricing and deeper discounts within certain categories.

MANUFACTURER SELECTION PROCESS (BEST VALUE ANALYSIS)

OVER \$10,000: Authorized Purchasers not subject to DAS procurement authority may select the manufacturer using their own manufacturer selection method.

Authorized Purchasers subject to DAS procurement authority shall select the manufacturer using one of the following manufacturer selection methods:

- **Brand Name Justification:** A documented brand name justification in compliance with applicable statute and rule.
- **Best Value Analysis:** Submit the minimum specifications of the Authorized Purchaser's need to the IT HVAR requesting a quote of the available options. Determine best value based on, but not limited to the following:
 - Price
 - Availability
 - Past performance
 - Compatibility

UNDER \$10,000: Authorized Purchaser may select the manufacturer of its choice in compliance with applicable statute and rule.

ORDERING & FINANCING OPTIONS / PAYMENT TERMS

The following are options for ordering methods, financing methods (buy vs. lease) and terms.

| ordering options | financing options | discount option |
|-------------------------------|----------------------------------|---|
| Electronic (web, email, etc.) | Purchase (credit card / invoice) | Invoices paid within 10 days of receipt may deduct 0.1% from the invoice total (0.1%10 N30 terms) |
| Purchase Order | Leasing or Financing | |

MANDATORY PURCHASE ORDER LANGUAGE

This Purchase Order, in addition to any exhibits or addenda attached, is placed against State of Oregon RFP DASPS-2143-15 and Price Agreement 5603. The terms and conditions contained in the Price Agreement apply to this purchase and take precedence over all other conflicting terms and conditions, express or implied. There are no understandings, agreements or representations, oral or written, not specified herein.

DOJ REVIEW (APPLICABLE TO STATE AGENCIES)

Purchase orders issued in conformance with the provisions of this Price Agreement #5603, are exempt from further legal sufficiency review and approval pursuant to OAR 137-045-050(15). However, state agencies may request legal review or call DOJ with questions at any time.

Special Note: Hardware/software licenses, and maintenance/support agreements have *not* had DOJ review and approval. By accepting the terms of a “license” for software, hardware or operating system software/firmware for hardware and their maintenance/support agreements, agencies are taking an unknown risk. A majority of licenses have terms and conditions that go against Oregon laws and Constitutional requirements. Regardless of the dollar amount DAS PS recommends that agencies conduct a review and risk analysis of all licenses and other agreements before executing a purchase order and to submit the license or agreement to DOJ for review and approval.

HELPFUL LINKS

- [IT HVAR Site \(cdwg.com/orhvar\)](http://cdwg.com/orhvar)
- [Exhibit A](#)
- [IT Procurement website](#)
- [Vendor Feedback Form](#)

RESTRICTIONS

Restrictions for this Price Agreement are based on the Policies and authority to which Authorized Purchaser is subject.

ALL AUTHORIZED PURCHASERS must follow all:

- Statutes to which each is subject
- Policies to which each is subject
- Rules to which each is subject
- All Price Agreement instructions

AUTHORIZED PURCHASERS SUBJECT TO DAS PROCUREMENT AUTHORITY may not purchase the following categories of products under this Price Agreement and are instructed to use the statewide price agreement dedicated to those product categories (see Exhibit A-5 for details):

- Multifunction Devices (MFDs)
- Office Supplies
- Networking (Data Communication)

- Software (other than what is allowed in category 8)

AUTHORIZED PURCHASERS SUBJECT TO STATEWIDE ENTERPRISE INFORMATION TECHNOLOGY POLICIES may not purchase the following categories of products without receiving prior required approvals:

- Servers
- Enterprise Storage