



Stephen F. Austin State University

Member of The University of Texas System

Procurement and Business Services
Nacogdoches, Texas 75962-3030

Supplier: Phone (936) 468-2206 * Fax (936) 468-4282

Xerox Corporation
PO Box 827598
Philadelphia PA 19182-7598

PO Number: **B2500509**

PO Date: **12/05/24**

Delivery Date:

**CONFIRM RECEIPT OF PURCHASE ORDER AND
ACCEPTANCE OF DELIVERY DATE
BY EMAILING PURCHASE@SFASU.EDU.**

kathy.durrett@sfasu.edu

Send Billing Invoice to:

Stephen F. Austin State University
P.O. Box 6085
Nacogdoches, TX 75962-6085
ATTN: Accounts Payable

Ship to:

VP Advancement
Austin Bldg 303
2102 Alumni Dr
SFA Box 6092
Nacogdoches TX 75962

Terms: Net 30
FOB: Installed

**PURCHASE ORDER NO. MUST APPEAR ON ALL
SHIPPING DOCUMENTS AND INVOICES**

Item	Description	Quantity	Unit Cost	Total Cost
1	<p>As per quote dated 12/4/24 ---- RE: R0081552 ---- Quantity and units shows are estimates for internal purposes only. Payment shall be made only for actual goods or services received.</p> <p>000P98527A RENTAL/LEASE, COPIER</p> <p>60 Month Lease of Xerox C8230H2 Copier located in Advancement & Development - Austin Building. - BR Finisher with - 2-3 Hole Punch</p>	60.00 MTH	147.2200	8,833.20

Purchaser: Kathy Durrett Vendor ID: 10008814 Req No: Blanket Order: B2500509 HUB Status:	(936) 4684225 Collegiate Licensed: Employee/Employee Relationship: Purchase Class: DIR Contract	ADDITIONAL CHARGE: DISCOUNT/TRADE-IN: TOTAL: CONTINUED
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Vendor Warrant Hold process runs nightly and terminates any vendors on hold. Vendor EPLS status verified by Purchaser.



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Item	Description	Quantity	Unit Cost	Total Cost
	- 1 Line Fax - Black print allowance - 5,000 monthly - Includes all supplies (except paper) ---- Per pricing and terms of State of Texas DIR-CPO-5425 ---- Remove Xerox C8030H serial number 3TX-415733 at time of delivery of new equipment. ---- Serial # ---- Contract Effective Date: Installation Date:			

Purchaser: Kathy Durrett

(936) 4684225

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Collegiate Licensed:

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Employee/Employee Relationship:

TOTAL: CONTINUED

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2	Contract Term: 000P98527B RENTAL/LEASE, COPY OVERAGE B&W Copy Overages 5,000+	50.00 EA	.0051	.26
3	000P98527B RENTAL/LEASE, COPY OVERAGE Per Copy Color Charge	10,000.00 EA	.0466	466.00
4	000P98527A RENTAL/LEASE, COPIER 60 Month Lease of Xerox C8230H2 Copier located in Advancement & Development - Phone Jacks, Raguet	60.00 MTH	138.2400	8,294.40

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Item	Description	Quantity	Unit Cost	Total Cost
	Street - BR Finisher with - 2-3 Hole Punch - No Fax - Black print allowance - 5,000 monthly - Includes all supplies (except paper) ---- Per pricing and terms of State of Texas DIR-CPO-5425 ---- Remove Xerox C8030H serial number 3TX-415727 at time of delivery of new equipment. ---- Serial #			

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	----- Contract Effective Date: Installation Date: Contract Term:			
5	000P98527B RENTAL/LEASE, COPY OVRAGE Phone Jacks - Raguet Street B&W Copy Overages 5,000+	50.00 EA	.0051	.26
6	000P98527B RENTAL/LEASE, COPY OVRAGE	10,000.00 EA	.0466	466.00
7	000P98527A RENTAL/LEASE, COPIER	1.00 MTH	.0001	.00

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Item	Description	Quantity	Unit Cost	Total Cost
	<p>All work is to be performed in a neat and workmanlike manner, site kept clean at all times, protection provided to avoid damage to landscaping and all adjoining property, including improvements, performed as quickly as possible consistent with best industry construction practices, and guaranteed for one (1) full year from date of completion against all defects.</p> <p>Contractor shall comply with all local, state and federal orders, ordinances, laws, rules, and regulations of duly constituted authorities having jurisdiction over this work.</p> <p>All work is to be completed as mutually agreed by and between the University and the</p>			

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Item	Description	Quantity	Unit Cost	Total Cost
	<p>Contractor. Failure to complete work (including clean-up) by the mutually agreed date shall be deemed as a breach of contract. Liquidated damages in the amount of \$500.00 per calendar day will be assessed, not as a penalty, but as liquidated damages for such breach of contract. Safe working conditions must be maintained on and around work site at all times. Barricades and other protective devices are to be used as necessary to prevent injury to persons or property. All reasonable precautions are to be taken.</p> <p>Payment will be made lump-sum upon completion or as otherwise mutually agreed between Contractor and the University.</p>			

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Item	Description	Quantity	Unit Cost	Total Cost
	<p>-----</p> <p>The Contractor shall not commence work under this Contract until Contractor has obtained all the insurance required hereunder and certificates of such insurance have been filed with and reviewed by SFASU. Acceptance of the insurance certificates by SFASU shall not relieve or decrease the liability of the Contractor. If policies are not written for the amounts specified below (except Workers' Compensation and Employer's Liability), Contractor shall carry Excess Liability insurance for any difference in amounts specified. If Excess Liability insurance is provided, it shall follow the form of the primary policy.</p>			

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	<p>This insurance shall not be canceled, limited in scope of coverage, or non-renewed until after thirty (30) days prior written notice, or ten (10) days for non-payment of premium, has been given to the University.</p> <p>Contractor's insurance shall be deemed primary with respect to any insurance carried by Stephen F. Austin State University for liability arising out of operations under this Contract.</p> <p>The Board of Regents of The University of Texas System, Stephen F. Austin State University Campus shall be named as additional insured. This is not applicable to the Workers' Compensation policy. The Workers' Compensation and Employer's Liability policy will provide a waiver of</p>			

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	<p>subrogation in favor of the University. The Workers' Compensation insurance coverage must include the responsibility of the Contractor to provide coverage for every worker either under the Contractor's policy or under the policy provided by a subcontractor. The Contractor's policy shall provide that, in the event that a subcontractor's policy fails to provide workers' compensation coverage of a worker, that such insurance coverage is provided by the Contractor's policy.</p> <p>Unless otherwise provided for herein, the Contractor shall provide and maintain, until the Work covered in this Contract is completed and accepted by SFASU, the minimum insurance</p>			

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	coverage as follows: ---- TYPE OF COVERAGE / LIMITS OF LIABILITY Workers' Compensation Coverage OR Employer's Liability - \$1,000,000 occur/aggregate Comprehensive General Liability -\$1,000,000 each occurrence -\$2,000,000 general aggregate -\$2,000,000 products/completed operations aggr Comprehensive Automobile Liability -\$1,000,000 ea accident- Combined Single Limit ----			

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Blanket Order: B2500509			
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