



State of West Virginia  
 Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

# Purchase Order

**PURCHASE ORDER NO.**  
 DIGCOP04B

**PAGE**  
 1

**BLANKET RELEASE**  
 00

CORRECT PURCHASE ORDER NUMBER MUST APPEAR ON ALL PACKAGES, INVOICES, AND SHIPPING PAPERS. QUESTIONS CONCERNING THIS PURCHASE ORDER SHOULD BE DIRECTED TO THE BUYER AS NOTED BELOW

**CHANGE ORDER**  
 6

**SEE REVERSE SIDE FOR TERMS AND CONDITIONS**

**INVOICE TO**  
 ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

**AGENCY COPY**

**VENDOR**  
 \*709051952 304-342-4099  
 LANIER WORLDWIDE INC  
 1411 VIRGINIA STREET EAST  
 CHARLESTON WV 25301

**SHIP TO**  
 ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED		TERMS OF SALE		FEIN/SSN		FUND	
10/28/2005		NET 30		592606737			
SHIP VIA		F.O.B		FREIGHT TERMS		ACCOUNT NUMBER	
BEST WAY		DESTINATION		PREPAID		MUL-MUL	
LINE	QUANTITY	UOP	VENDOR ITEM NO.		UNIT PRICE	AMOUNT	
	DELIVERY DATE	CAT. NO.	ITEM NUMBER				
			CHANGE ORDER #06				
	1)	TO REPLACE BAND	2	MODEL LD122	WITH MODEL LD225.		
	2)	TO REPLACE BAND	3	MODEL LD135	WITH MODEL LD235.		
	3)	TO REPLACE BAND	4	MODEL LD145	WITH MODEL LD425.		
	EFFECTIVE: OCTOBER 24, 2005						
	*****NO ADDITIONAL CHANGES*****						
	WV STATE PURCHASING DIVISION ADMINISTRATION UNIT CERTIFIED ENCUMBERED  OCT 31 2005  <i>Beverly Toler</i>						
	PREVIOUS PO TOTAL==>				OPEN	END	
	PO NET CHANGE (+)==>						

IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE

OPEN END

**TOTAL**

*Dwayne Wayfield*

APPROVED AS TO FORM BY  
 ASSISTANT ATTORNEY GENERAL

BY *Betty Francisco* 304-558-0468  
 PURCHASING DIVISION AUTHORIZED SIGNATURE

**GENERAL TERMS & CONDITIONS  
PURCHASE ORDER/CONTRACT**

1. **ACCEPTANCE:** Seller shall be bound by this order and its terms and conditions upon receipt of acceptance of this order.
2. **APPLICABLE LAW:** The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
3. **NON-FUNDING:** All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the terms of the Purchase Order/Contract, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
4. **COMPLIANCE:** Seller shall comply with all Federal, State and local laws, regulations and ordinances including, but not limited to, the prevailing wage rates of the WV Division of Labor.
5. **MODIFICATIONS:** This writing is the parties final expression of intent. No modification of this order shall be binding unless agreed to in writing by the Buyer.
6. **ASSIGNMENT:** Neither this Order nor any monies due, or to become due hereunder may be assigned by the Seller without the Buyer's consent.
7. **WARRANTY:** The Seller expressly warrants that the goods and/or services covered by this Order will: [a] conform to the specifications, drawings, samples or other description furnished or specified by the Buyer; [b] be merchantable and fit for the purpose intended; and/or [c] be free from defect in material and workmanship.
8. **CANCELLATION:** The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the Seller.
9. **SHIPPING, BILLING & PRICES:** Prices are those stated in this order. No price increase will be accepted without written authority from the Buyer. All goods or services shall be shipped on or before the date specified in this Order.
10. **LATE PAYMENTS:** Payments may only be made after the delivery of goods or services. Interest may be paid on late payments in accordance with the *West Virginia Code*.
11. **TAXES:** The State of West Virginia is exempt from Federal and State taxes and will not pay or reimburse such taxes.
12. **RENEWAL:** Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, this Contract is automatically null and void, and is terminated without further order.
14. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Covered Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.

COST SHEET  
MONOCHROME COPIERS  
BAND 2

BRAND NAME: Lanier  
MODEL#: LD225 S/P

MINIMUM SPECIFICATIONS:

mfg. copy volume 15,000/month  
copy speed 20cpm

Features:

500 sheet capacity  
2 pager sources  
auto document feeder  
auto duplexing  
electronic sorting

SPECIFICATIONS OF MACHINE BID:

Up to 35,000  
25 cpm

1,000 sheet standard  
2 x 500 sheet drawers  
DF75 #479-1332  
Standard  
Standard

(Include item/model #s for any accessory included  
in the base machine if needed for ordering.)

#990 8612 = Integration

PRICING:

Purchase price \$ 3,383.00

(Amount to be deducted if ordering as a non-connected machine \$ 625.00 )

Maintenance/month for purchased machines \$ 55.00

24 month Rental \$ 195.00 /month

(Amount to be deducted if ordering as a non-connected machine \$ 26.00 )

36 month Rental \$ 154.00 /month

(Amount to be deducted if ordering as a non-connected machine \$ 18.00 )

48 month Rental \$ 148.00 /month

(Amount to be deducted if ordering as a non-connected machine \$ 17.00 )

Warranty: 90 days for purchase  
(duration) Reduction to monthly maintenance and rental price during warranty:

24 month \$ 0 /mn 36 month \$ 0 /mn 48 month \$ 0 /mn

maintenance for purchased machines \$ 0 /mn

Monthly rental and monthly maintenance for purchased machines is inclusive of all supplies  
excepting paper for 7,500 copies/month.

Per copy overage charge for copies in excess of 7,500 copies/month \$ .0165 /ea

Accessories - Vendors may attach a list in the format indicated for any available accessories they  
wish to include in the contract.

Accessory Pricing Is Attached

003

Lanier Worldwide Pricing Proposal  
Prepared For  
Digital MFP Purchase Pricing

Band	Model / Description Base Configuration	Lanier Product Number	List Purchase Price \$	Purchase Price \$	Maintenance Plan			Rental Plans			Monthly Clicks Included	Overage Click Charge \$
					Monthly Base Charge \$	Monthly Click Allow.	Overage Click Charge \$	Monthly Base Charge \$	36 Mos	48 Mos		
2	LD225 SIP Digital Copy / Scan / Print Package Includes Reversing Auto Document Feeder DF83 Network Print Connect Fee	479-1624 216-7123 990-8612	7,595.00 1,265.00 250.00	2,725.00 458.00 200.00 3,383.00	55.00	7,500	0.0165	168.00 18.00 9.00 195.00	135.00 13.00 6.00 154.00	131.00 12.00 5.00 148.00	7,500	0.0165
2	LD225 Digital System (25 PPM) Includes Reversing Auto Document Feeder DF83 Amount Deducted for Non-Connected Unit	479-1580 216-7123	5,495.00 1,265.00	2,300.00 458.00 2,758.00	55.00	7,500	0.0165	151.00 18.00 169.00	123.00 13.00 136.00	119.00 12.00 131.00	7,500	0.0165
	Amount Deducted for Non-Connected Unit			625.00				26.00	18.00	17.00		
	PT280 1-Bin Internal Exit Tray	481-0459	319.00	170.00				8.00	6.00	5.00		
	Offset Shift Tray Type 1027 (250 Sheet)	481-0460	319.00	170.00				8.00	6.00	5.00		
	SR820 Finisher (500 Sheet / 30 Sheet Stapling)	479-1334	1,025.00	544.00				26.00	18.00	15.00		
	SR790 Finisher (1,000 Sheet / 50 Sheet Stapling)	479-1333	1,410.00	748.00				35.00	25.00	20.00		
	Finisher Bridge Unit (Reg. w/ SR820 & SR790)	481-0464	200.00	106.00				5.00	4.00	3.00		
	Hard Disk Drive Type 3030	481-0932	485.00	191.00				9.00	7.00	5.00		
	Keycounter Bracket Type 1027	481-0478	95.00	51.00				3.00	2.00	2.00		
	User Account Enhance Unit Type E	481-0877	175.00	93.00				5.00	4.00	3.00		
	PS500 Large Capacity Tray / Stand (2,000 Sheets)	481-0477	1,435.00	761.00				36.00	25.00	20.00		
	PS490 Paper Bank / Stand (2 x 500 Sheet)	481-0457	1,245.00	660.00				31.00	22.00	18.00		
	Cabinet Stand FAC20	481-0776	185.00	99.00				5.00	4.00	3.00		
	Fax Accessories											
	Fax Option Type 3030 (G3: 33.6 Kbps)	481-0929	1,095.00	597.00				28.00	20.00	16.00		
	G3 Interface Type 3030	481-0930	650.00	369.00				18.00	13.00	10.00		
	32 MB Memory Expansion	481-0174	185.00	99.00				5.00	4.00	3.00		
	Optional Handset	481-0393	70.00	38.00				2.00	2.00	1.00		
	Print / Scan Accessories											
	PostScript 3 Kit Type 3030	481-0931	595.00	342.00				16.00	12.00	9.00		
	File Format Converter Type B	481-0679	600.00	212.00				10.00	7.00	6.00		
	IEEE 1284 (Parallel) Interface Board Type A	481-0786	99.00	53.00				12.00	9.00	7.00		
	IEEE 1394 (Firewire) Interface Board Type B	481-0683	475.00	252.00				14.00	10.00	8.00		
	IEEE 802.11b (Wireless LAN) Option Type H	481-0907	375.00	288.00				14.00	10.00	8.00		
	BlueTooth Interface Type 3245	216-7092	340.00	279.00				14.00	10.00	8.00		
	15 amp surge protection	G60U-064	110.00	75.00				4.00	3.00	2.00		

**Purchase Plan:**

1. Includes standard 90 day warranty.
2. Includes standard delivery and installation.

**Service Plan**

1. Includes all parts and labor including drum and developer.
2. Includes black toner and staples (Excludes paper).
3. See Lanier Master Agreement for specific Maintenance terms and conditions.

**Rental Plan**

1. Warranty does not apply to rental plan.
2. Includes standard installation and removal.
3. Includes service for the term (See note above for service plan).
4. See Lanier Master Agreement for specific rental terms and conditions.

**COST SHEET  
MONOCHROME COPIERS  
BAND 3**

BRAND NAME: Lanier  
MODEL#: LD235 S/P

**MINIMUM SPECIFICATIONS:**

mfg. copy volume 30,000/month  
copy speed 30cpm

Features:

1,000 sheet capacity  
2 pager sources  
auto document feeder  
auto duplexing  
electronic sorting or  
finisher/sorter

**SPECIFICATIONS OF MACHINE BID:**

80,000  
35cpm

1,050.00  
2 x 500 sheet drawers

Standard  
Standard

Standard

(Include item/model #s for any accessory included in the base machine if needed for ordering.)

#990 8612=Integration

**PRICING:**

Purchase price \$ 4,142.00

(Amount to be deducted if ordering as a non-connected machine \$ 766.00 )

Maintenance/month for purchased machines \$ 75.00

24 month Rental \$ 245.00 /month

(Amount to be deducted if ordering as a non-connected machine \$ 31.00 )

36 month Rental \$ 195.00 /month

(Amount to be deducted if ordering as a non-connected machine \$ 22.00 )

48 month Rental \$ 187.00 /month

(Amount to be deducted if ordering as a non-connected machine \$ 19.00 )

Warranty 90 days for purchase

(duration) Reduction to monthly maintenance and rental price during warranty:

24 month \$ 0 /mn 36 month \$ 0 /mn 48 month \$ 0 /mn

maintenance for purchased machines 0 /mn

Monthly rental and monthly maintenance for purchased machines is inclusive of all supplies excepting paper for 15,000 copies/month.

Per copy overage charge for copies in excess of 15,000 copies/month \$ .0135 /ea

Accessories - Vendors may attach a list in the format indicated for any available accessories they

Lanier Worldwide Pricing Proposal  
Prepared For  
Digital MFP Purchase Pricing

Band	Model / Description Base Configuration	Lanier Product Number	List Purchase Price \$	Purchase Price \$	Maintenance Plan			Rental Plans				
					Monthly Base Charge \$	Monthly Click Allow.	Monthly Click Overage Charge \$	24 Mos	36 Mos	48 Mos	Monthly Clicks Included	Monthly Clicks Overage Charge \$
3	LD235 S/P Digital Copy / Scan / Print Package Network Integration Charge	479-1638 990-8612	11,570.00 250.00	3,942.00 200.00 4,142.00	75.00	15,000	0.0135	\$236.00 9.00 \$245.00	\$189.00 6.00 \$195.00	\$182.00 5.00 \$187.00	15,000	0.0135
3	LD235 Digital System (35 PPM)	479-1582	9,470.00	3,376.00	75.00	15,000	0.0135	\$214.00	\$173.00	\$168.00	15,000	0.0135
	Amount Deducted for Non-Connected Unit			766.00								
	RT45 Large Capacity Tray (1,500 Sheet)	481-0660	1,599.00	848.00				\$31.00	\$22.00	\$19.00		
	PT330 1-Bin Internal Exit Tray	481-0661	470.00	250.00				\$40.00	\$28.00	\$22.00		
	SR790 Finisher (1,000 Sheet / 50 Sheet Slapling)	479-1333	1,410.00	748.00				\$12.00	\$9.00	\$7.00		
	SR880 Multi-Tray Finisher (2,000 Sheet / 50 Sheet Slapling)	479-1440	2,805.00	1,487.00				\$35.00	\$25.00	\$20.00		
	2/3 Hole Punch Kit Type 1045 for SR880	481-0319	765.00	406.00				\$70.00	\$49.00	\$39.00		
	SR890 Booklet Finisher (50 Sheet Slapling)	479-1441	4,300.00	2,279.00	20.00			\$19.00	\$14.00	\$11.00		
	Finisher Bridge Unit Type 2045	481-0662	190.00	101.00				\$127.00	\$95.00	\$79.00		
	Keypointer Bracket Type H	481-0105	95.00	51.00				\$5.00	\$4.00	\$3.00		
	User Account Enhance Unit Type E	481-0877	175.00	93.00				\$5.00	\$2.00	\$2.00		
	PS530 Paper Bank / Stand (2 x 500 Sheet)	479-1442	1,599.00	534.00				\$5.00	\$4.00	\$3.00		
	Cabinet Stand FAC25	481-0734	180.00	96.00				\$21.00	\$15.00	\$14.00		
	Fax Accessories							\$5.00	\$4.00	\$3.00		
	Fax Option Type 3045 (G3: 33.6 Kbps)	481-0936	1,095.00	621.00				\$29.00	\$21.00	\$17.00		
	G3 Interface Unit Type 3045	481-0937	650.00	371.00				\$18.00	\$13.00	\$10.00		
	32 MB Memory Expansion	481-0174	185.00	99.00				\$5.00	\$4.00	\$3.00		
	Optional Handset	481-0103	65.00	35.00				\$2.00	\$2.00	\$1.00		
	Print / Scan Accessories											
	Scan / Print Package Type 3045	481-0935	1,965.00	766.00				\$31.00	\$22.00	\$19.00		
	PostScript 3 Option Type 3045	481-0938	995.00	652.00				\$31.00	\$22.00	\$17.00		
	File Format Converter Type B	481-0679	600.00	212.00				\$10.00	\$7.00	\$6.00		
	IEEE 1284 (Parallel) Interface Board Type A	481-0786	99.00	53.00				\$3.00	\$2.00	\$2.00		
	IEEE 1394 (Firewire) Interface Board Type B	481-0683	475.00	252.00				\$12.00	\$9.00	\$7.00		
	IEEE 802.11b (Wireless LAN) Interface Kit Type H	481-0907	375.00	288.00				\$14.00	\$10.00	\$8.00		
	Blue Tooth Interface Type 3245	216-7092	340.00	279.00				\$14.00	\$10.00	\$8.00		
	15 Amp Surge Protection	G600-064	110.00	75.00				\$4.00	\$3.00	\$2.00		

**Purchase Plan:**

1. Includes standard 90 day warranty.
2. Includes standard delivery and installation.

**Service Plan**

1. Includes all parts and labor including drum and developer.
2. Includes black toner and staples (Excludes paper).
3. See Lanier Master Agreement for specific Maintenance terms and conditions.

**Rental Plan**

1. Warranty does not apply to rental plan.
2. Includes standard installation and removal.
3. Includes service for the term (See note above for service plan).
4. See Lanier Master Agreement for specific rental terms and conditions.

COST SHEET  
MONOCHROME COPIERS  
BAND 4

BRAND NAME: Lanier  
MODEL#: LD245 S/P

MINIMUM SPECIFICATIONS:

mfg. copy volume 45,000/month  
copy speed 40cpm  
Features:  
1,500 sheet capacity  
3 paper sources  
auto document feeder  
auto duplexing  
electronic sorting or  
finisher/sorter (indicate sheets)

SPECIFICATIONS OF MACHINE BID:

100,000  
45cpm  
2,000  
PS530 Paper Bank #479-1442  
Standard  
Standard

Electronic Sorting Is Standard  
(Include item/model #s for any accessory included  
in the base machine if needed for ordering.)

PRICING:

#990 8612 Integration

Purchase price \$ 5,547.00  
(Amount to be deducted if ordering as a non-connected machine \$ 791.00 )

Maintenance/month for purchased machines \$ 100.00

24 month Rental \$ 325.00 /month  
(Amount to be deducted if ordering as a non-connected machine \$ 32.00 )

36 month Rental \$ 259.00 /month  
(Amount to be deducted if ordering as a non-connected machine \$ 23.00 )

48 month Rental \$ 249.00 /month  
(Amount to be deducted if ordering as a non-connected machine \$ 20.00 )

Warranty 90 days for purchase  
(duration) Reduction to monthly rental price during warranty:  
24 month \$ 0 /mn 36 month \$ 0 /mn 48 month \$ 0 /mn  
maintenance for purchased machines \$ 0 /mn

Monthly rental and monthly maintenance for purchased machines is inclusive of all supplies  
excepting paper for 22,500 copies/month.

Per copy overage charge for copies in excess of 22,500 copies/month \$ .0125 /ea

Accessories - Vendors may attach a list in the format indicated for any available accessories they

Lanier Worldwide Pricing Proposal  
Prepared For  
Digital MFP Purchase Pricing

Band	Model / Description Base Configuration	Lanier Product Number	List Purchase Price \$	Purchase Price \$	Maintenance Plan			Rental Plans				
					Monthly Base Charge \$	Monthly Click Allow.	Overage Click Charge \$	Monthly Base Charge \$	36 Mos	48 Mos	Monthly Clicks Included	Overage Click Charge \$
4	LD245 SIP Digital Copy / Scan / Print Package PS530 Paper Bank / Stand (2 x 500 Sheet) Network Integration Charge	479-1640 479-1442 990-8612	13,970.00 1,599.00 250.00	4,813.00 534.00 5,547.00	100.00 -	22,500	0.0125	\$ 295.00 \$ 21.00 \$ 9.00 \$ 325.00	\$ 238.00 \$ 15.00 \$ 6.00 \$ 259.00	\$ 230.00 \$ 14.00 \$ 5.00 \$ 249.00	22,500	0.0125
4	LD245 Digital System (45 PPM) PS530 Paper Bank / Stand (2 x 500 Sheet)	479-1563 479-1442	11,870.00 1,599.00	4,222.00 534.00 4,756.00	100.00 -	22,500	0.0125	\$ 272.00 \$ 21.00 \$ 293.00	\$ 221.00 \$ 15.00 \$ 236.00	\$ 215.00 \$ 14.00 \$ 229.00	22,500	0.0125
	Amount Deducted for Non-Connected Unit			791.00				\$ 32.00	\$ 23.00	\$ 20.00		
	RT45 Large Capacity Tray (1,500 Sheet)	481-0660	1,599.00	848.00				\$ 40.00	\$ 28.00	\$ 22.00		
	PT330 1-Bin Internal Exit Tray	481-0681	470.00	250.00				\$ 12.00	\$ 9.00	\$ 7.00		
	SR790 Finisher (1,000 Sheet / 50 Sheet Stapling)	479-1333	1,410.00	748.00				\$ 35.00	\$ 25.00	\$ 20.00		
	SR880 Multi-Tray Finisher (2,000 Sheet / 50 Sheet Stapling)	479-1440	2,805.00	1,487.00				\$ 70.00	\$ 49.00	\$ 39.00		
	2/3 Hole Punch Kit Type 1045 for SR880	481-0319	765.00	406.00				\$ 19.00	\$ 14.00	\$ 11.00		
	SR890 Booklet Finisher (50 Sheet Stapling)	479-1441	4,300.00	2,279.00		20.00		\$ 127.00	\$ 95.00	\$ 79.00		
	Finisher Bridge Unit Type 2045	481-0662	190.00	101.00				\$ 5.00	\$ 4.00	\$ 3.00		
	Keypointer Bracket Type H	481-0105	95.00	51.00				\$ 3.00	\$ 2.00	\$ 2.00		
	User Account Enhance Unit Type E	481-0877	175.00	93.00				\$ 5.00	\$ 4.00	\$ 3.00		
	Cabinet Stand FAC25	481-0734	180.00	96.00				\$ 5.00	\$ 4.00	\$ 3.00		
	Fax Accessories							\$ 5.00	\$ 4.00	\$ 3.00		
	Fax Option Type 3045 (G3: 33.6 Kbps)	481-0936	1,095.00	621.00				\$ 29.00	\$ 21.00	\$ 17.00		
	G3 Interface Unit Type 3045	481-0937	650.00	371.00				\$ 18.00	\$ 13.00	\$ 10.00		
	32 MB Memory Expansion	481-0174	185.00	99.00				\$ 5.00	\$ 4.00	\$ 3.00		
	Optional Handset	481-0103	65.00	35.00				\$ 2.00	\$ 2.00	\$ 1.00		
	Print / Scan Accessories							\$ 2.00	\$ 2.00	\$ 1.00		
	Scan / Print Package Type 3045	481-0935	1,965.00	766.00				\$ 31.00	\$ 22.00	\$ 19.00		
	PostScript 3 Option Type 3045	481-0938	995.00	652.00				\$ 31.00	\$ 22.00	\$ 17.00		
	File Format Converter Type B	481-0679	600.00	212.00				\$ 10.00	\$ 7.00	\$ 6.00		
	IEEE 1284 (Parallel) Interface Board Type A	481-0786	99.00	53.00				\$ 3.00	\$ 2.00	\$ 2.00		
	IEEE 1394 (Firewire) Interface Board Type B	481-0683	475.00	252.00				\$ 3.00	\$ 2.00	\$ 2.00		
	IEEE 802.11b (Wireless LAN) Interface Kit Type H	481-0907	375.00	288.00				\$ 12.00	\$ 9.00	\$ 7.00		
	BlueTooth Interface Type 3245	216-7092	340.00	279.00				\$ 14.00	\$ 10.00	\$ 8.00		
	15 Amp Surge Protection	G600-064	110.00	75.00				\$ 4.00	\$ 3.00	\$ 2.00		

**Purchase Plan:**

1. Includes standard 90 day warranty.
2. Includes standard delivery and installation.

**Service Plan**

1. Includes all parts and labor including drum and developer.
2. Includes black toner and staples (Excludes paper).
3. See Lanier Master Agreement for specific Maintenance terms and conditions.

**Rental Plan**

1. Warranty does not apply to rental plan.
2. Includes standard installation and removal.
3. Includes service for the term (See note above for service plan).
4. See Lanier Master Agreement for specific rental terms and conditions.





State of West Virginia  
 Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

# Purchase Order

**PURCHASE ORDER NO.**

DIGCOP04B

**PAGE**

**BLANKET RELEASE**

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**CHANGE ORDER**

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CORRECT PURCHASE ORDER NUMBER MUST APPEAR ON ALL PACKAGES, INVOICES, AND SHIPPING PAPERS. QUESTIONS CONCERNING THIS PURCHASE ORDER SHOULD BE DIRECTED TO THE BUYER AS NOTED BELOW.

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INVOICE TO

ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

VENDOR

\*709051952      304-342-4099  
 LANIER WORLDWIDE INC  
 1411 VIRGINIA STREET EAST  
 CHARLESTON WV 25301

SHIP TO

ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
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DATE PRINTED	TERMS OF SALE	FEIN/SSN	FUND
10/28/2005	NET 30	592606737	
SHIP VIA	F.O.B	FREIGHT TERMS	ACCOUNT NUMBER
BEST WAY	DESTINATION	PREPAID	MUL-MUL

LINE	QUANTITY		UOP	VENDOR ITEM NO.		UNIT PRICE	AMOUNT	
	DELIVERY DATE		CAT. NO.	ITEM NUMBER				
					RECEIPT TICKET FOR PURCHASE ORDER:			DIGCOP04B
LINE	CATNO	ITEM	NUMBER		DESCRIPTION		QTY	DATE
0001		985-64			PER ATTACHED COST SHEETS			
				SIGNATURE		DATE		

IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE

**TOTAL**

APPROVED AS TO FORM BY  
 ASSISTANT ATTORNEY GENERAL

BY \_\_\_\_\_  
 PURCHASING DIVISION AUTHORIZED SIGNATURE