



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

State of West Virginia  
**Master Agreement**

Order Date: 2015-02-17

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

Order Number: CMA 0212 0212 DIGCOP12		Procurement Folder: 170
Document Name: DIGCOP12 - Digital Copiers		Reason for Modification: Change Order No. 7 - To cancel contract due to an administrative change to reflect the correct vendor name and address in the wvOASIS system. The contract will be reissued under DIGCOP12A. No other changes.
Document Description: DIGCOP12 - DIGITAL COPIERS		
Procurement Type: Statewide MA (Open End)		
Buyer Name:		
Telephone:		
Email:		
Shipping Method: Best Way		Effective Start Date: 2014-02-28
Free on Board: FOB Dest, Freight Prepaid		Effective End Date: 2015-02-28

VENDOR	DEPARTMENT CONTACT
KOMAX BUSINESS SYSTEMS LLC 500 D STREET  SOUTH CHARLESTON WV 25303  US Vendor Contact Phone: (999) 999-9999 Extension: Discount Percentage: 0.0000 Discount Days: 0	Requestor Name: Tara Lyle Requestor Phone: (304) 558-2544 Requestor Email: tara.l.yle@wv.gov

INVOICE TO	SHIP TO
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER  No City WV 99999 US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER  No City WV 99999 US

**AGENCY COPY**

PURCHASING DIVISION AUTHORIZATION SIGNED BY: <i>[Signature]</i> DATE: <i>2/21/15</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM SIGNED BY: <i>Robert Hsieh</i> DATE: <i>3/2/15</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION SIGNED BY: <i>Beverly Tolson</i> DATE: <i>3/2/15</i> ELECTRONIC SIGNATURE ON FILE
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**Extended Description:**

Change Order No. 7 - To cancel contract due to an administrative change to reflect the correct vendor name and address in the wvOASIS system.

The contract will be reissued under DIGCOP12A.

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	44101501			LS	\$0.000000

Description: Photocopiers

**Extended Description:**

Total Order Amount	Open End
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<b>DIGCOP12</b>	<b>Document Phase</b> Draft	<b>Document Description</b> DIGCOP12 - DIGITAL COPIERS	<b>Page 3</b> <b>of 3</b>
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**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

RECEIVED

2014 JUN -9 AM 10: 36



WV PURCHASING  
DIVISION

June 9, 2014

Tara Lyle  
WV State Purchasing  
2019 Washington St. East  
Charleston, WV 25305

Mrs. Lyle,

I am requesting to change our name on the DIGCOP12 contract to KOMAX, LLC. This should make all of our registrations with the state under the same name. Our FEIN number has not changed.

Please let me know if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "David Humphrey".

David Humphrey  
State Contract Manager  
Komax, LLC

500 D Street South Charleston West Virginia 25303  
304.744.7440 888.483.7440 Fax 304.744.7450  
[www.komaxwv.com](http://www.komaxwv.com)