



COOPERATIVE PURCHASING PROGRAM COMPUTER EQUIPMENT
Lead by the State of Minnesota

Master Agreement #: MNWNC-124

Contractor: **PANASONIC SYSTEM COMMUNICATIONS
COMPANY OF NORTH AMERICA, DIVISION OF PANASONIC
CORPORATION OF NORTH AMERICA**

Participating Entity: **STATE OF MONTANA**

Master Agreement Terms and Conditions:

1. Scope: This addendum covers additional terms applicable to the Cooperative Purchasing Program Computer Equipment by the State of Minnesota, for use by Montana State agencies and approved Montana Cooperative Purchasing Organizations.
2. State of Montana Administrative Fee: The State of Montana assesses an Administrative Fee of one and one-half percent (1.50%) for all net sales (sales less credits and returns) made under this PA. The prices paid to Contractor must include the 1.5% Administrative Fee. The Contractor shall remit this Administrative Fee concurrent with the Required Usage Reporting described below. The Administrative Fee must be submitted by ACH along with email notification to the State of Montana Contracts Officer. This Administrative Fee is effective April 1, 2017.
3. Required Reporting: Contractor shall submit quarterly reports to the Contracts Officer (CO) assigned by the State to manage this contract. Contractor shall provide CO with an electronic usage report (Excel), which must list the following information at the minimum: purchasing entity; description of items purchased; date of purchase; contract price; and the extended price for each transaction. These reports are due no more than 30 days after the end of the quarter.

First Quarter:	July 1 through September 30
Second Quarter:	October 1 through December 31
Third Quarter:	January 1 through March 31
Fourth Quarter:	April 1 through June 30

4. Primary Contacts: The primary contact individuals for this Participating Addendum are as follows (or their named successors):

NASPO ValuePoint
**PARTICIPATING ADDENDUM
AMENDMENT #1**



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Contractor

Name:	Michelle Chapin
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Participating Entity



Name:	Steven Haynes
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IN WITNESS WHEREOF, the parties have executed this Addendum as of the date of execution by both parties below.

State of Montana: Department of Administration	Contractor: Panasonic System Communications Company of North America, Division of Panasonic Corporation of North America
Signature: 	Signature: 
Name: Cheryl Grey	Name: Regina Tokar
Title: SFSD Administrator	Title: Vice President
Date: 12.4.17	Date: 3/31/17

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PA@naspovaluepoint.org
to support documentation of participation and posting in appropriate data bases.]***