

# Requisition

Req # 00304480

PO #

Date: 08/22/16

BNI To: x  
x

Vendor: 211567

GE CAPITAL INFORMATION TECHNOLOGY SO  
RICOH USA, INC.  
P.O. BOX 650073  
DALLAS TX 75265

Ship To: ELLECTIONS  
101 S. 10TH AVENUE  
EDINBURG TX 78539

Contact: Mel Esparza  
956-318-2570

Contract No: DIR-TSO-3041

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		DIR-TSO-3041 EXP. 06-25-2019 DO NOT REPLICATE ORDER		
4.00	MONTH	CO NEW 48 MONTH (CAPITAL LEASE FOR A RICOH MP7503SP- #417610 WITH SERVICE)	206.78	827.12
4.00	MONTH	CO ISP X6-PC5-202	2.75	11.00
4.00	MONTH	CO NETWORK PRINT/SCAN CONNECTION (S3G.5)-PBNWCS	5.32	21.28
4.00	MONTH	CO LECT RM4040	18.45	73.80
4.00	MONTH	CO FINISHER SR120	24.50	98.00
4.00	MONTH	CO PUNCH UNIT PURGGNA	4.76	19.04
4.00	MONTH	CO SERVICE (40,000 B/W IMPRESSIONS MONTHLY @ \$0.0644)	176.00	704.00
1.00	MONTH	CO COVERAGES BILLED ANNUALLY-3/M @ \$0.0044)	100.00	100.00
		Account No _____	<u>Encumbrance</u>	
		6-1100-414-00-130-001-0-430	704.00	
		6-1100-414-00-130-001-0-810	100.00	
		6-1100-414-00-130-001-0-780	1,050.24	
			Freight	.00
			Total	1,854.24

Authorized By: \_\_\_\_\_



## Ricoh USA, Inc.

**Vendor ID**

12227835217

**URL**
[Vendor Website](http://www.ricoh.com)
[\(https://www.ricoh-usa.com/majoraccount/txdir/\)](https://www.ricoh-usa.com/majoraccount/txdir/)
**HUB Type**

Non HUB

E-Rate Qualified

**DIR Contract Number**

DIR-TSO-3041

**Contract Term End Date**

6/25/2017

**Contract Exp Date**

6/25/2019

**Contact Ricoh USA, Inc.**
**Contact**
[Ben Rotz](mailto:ben.rotz@ricoh-usa.com)
[\(mailto:ben.rotz@ricoh-usa.com\)](mailto:ben.rotz@ricoh-usa.com)
**Phone**

(512) 381-7842

**Fax**

(913) 273-1567

**Contact DIR**
**Contact**
[Airy Luangaphay](mailto:airy.luangaphay@dir.texas.gov)
[\(mailto:airy.luangaphay@dir.texas.gov\)](mailto:airy.luangaphay@dir.texas.gov)
**Phone**

(512) 463-3018

**Fax**

(512) 475-4759

## Contract Overview

Ricoh offers Ricoh branded hardware and related services for copiers, printers, scanners, and document management. Additional products and services include: lease and rental agreements. Customers can purchase directly through this DIR contract. Contracts may be used by state and local government, public education, other public entities in Texas, as well as public entities outside the state. One reseller is available for Riso products under this contract.

## Contract Documents

- [DIR-TSO-3041 Contract PDF \(190.39KB\)](#)  
[\[http://publishingext.dir.texas.gov/portal/internal/contracts-and-services/Contracts/DIR-TSO-3041\\_Contract.pdf\]](http://publishingext.dir.texas.gov/portal/internal/contracts-and-services/Contracts/DIR-TSO-3041_Contract.pdf)

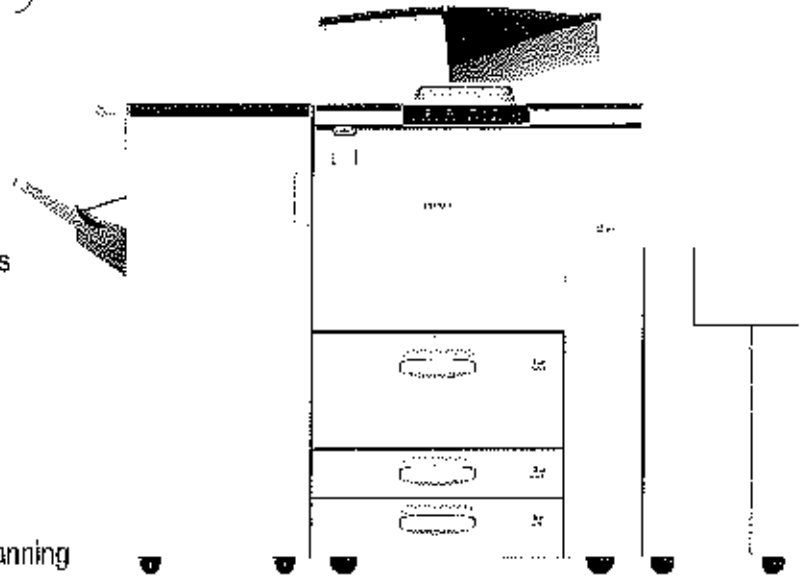
# Ricoh MP 7503SP

**Black/White Multifunctional Device**

2094#  
334485

## Key Features

- 75-PPM monochrome
- 8,300-sheet paper capacity  
Tray 1 – 1,550 x 2 Tandem Paper Tray  
Trays 2 & 3 – 550 Sheets and Bypass Tray – 100 Sheets  
Large Capacity Side Tray – 4,000 Sheets
- 3,000 Sheet finisher/stapler with Hole-Punch
- DOSS (Data Overwrite Security System) is standard - For ISO 15408 Compliance
- Scan to/Print from USB/SD Card
- Configured print & scan; providing both B&W & color scanning
- ESP power filter
- Energy Star® compliant



## DIR Contract - Investment Details for Either Purchase or 48 Month Lease

Equipment Breakdown	DIR Purchase Pricing	DIR 48 Month Pricing	DIR Discounted Pricing
Ricoh MP7503SP - #417610	\$9,461.43	\$243.27	\$206.78
ESP XG-PCS-20D	\$128.96	\$3.23	\$2.75
Network & Scan Connect - Seg 5 - PSNWSC5	\$250.00	\$6.26	\$5.32
LCIT RT4040	\$666.45	\$21.70	\$18.45
Finisher SR4120	\$1,150.57	\$28.82	\$24.50
Punch Unit PU3060NA	\$223.67	\$5.60	\$4.76
<b>Equipment Totals</b>	<b>\$12,081.08</b>	<b>\$308.88</b>	<b>\$262.56</b>
Service (40,000 B/W Impressions monthly @ \$0.0044) (Overages billed annually @ \$0.0044)			\$176.00
		<b>GRAND TOTAL PER MONTH</b>	<b>\$438.56</b>

**Pricing Components Include:** Equipment, Delivery, Installation, Operator Training, Maintenance, Toner, Staples and Service performed by Ricoh Customer Service Technicians (You will incur no additional charges for parts or labor).

4 MONTHS REMAINING IN FISCAL YEAR: 9/1/16-12/31/16

State of Texas DIR Contract Number DIR-TSO-3041

48 Month LEASE AND SERVICE TERM

GOLD SERVICE INCLUDES: PARTS, LABOR, TONER & STAPLES

Overages billed annually, BW @ \$0.0044 ✓

\*To the extent permitted by the laws and Constitution of The State of Texas, equipment is to be leased in accordance with the terms and conditions of State of Texas Department of Information Resources Contract No. DIR-TSO-3041 Appendix D Master Lease Agreement. It is acknowledged and agreed that this Purchase Order constitutes a "Schedule" as defined in the Master Lease Agreement.

\*Bill To/Ship To:

Hidalgo County  
Elections Department  
101 S. 10<sup>th</sup> Street  
Edinburg, TX 78539

Contact: Melanio Esparza - 956-318-2570 Ext: 5707 ✓

\*\*NOTE: All rates are Property Tax Inclusive and based off of the DIR Contract: DIR-TSO-3041

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**Re: req#304480**

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**From :** Renan Ramirez <renan.ramirez@co.hidalgo.tx.us> Tue, Aug 23, 2016 09:47 PM  
**Subject :** Re: req#304480  
**To :** Melanie Esparza <melanie.esparza@co.hidalgo.tx.us>  
**Cc :** Enriqueta Zambrano  
<enriqueta.zambrano@co.hidalgo.tx.us>

 I approve this proposal!

=====  
Renán Ramirez  
956-457-0792

On Aug 23, 2016, at 15:56, Melanie Esparza <melanie.esparza@co.hidalgo.tx.us> wrote:

Good afternoon Renan,  
We are looking into leasing a new Ricoh printer for the department. Can you please take a look at the attachment and let me know if we may proceed with the lease agreement? I appreciate your help.

---

**From:** "Melanie Esparza" <melanie.esparza@co.hidalgo.tx.us>  
**To:** "Enriqueta Zambrano" <enriqueta.zambrano@co.hidalgo.tx.us>  
**Sent:** Tuesday, August 23, 2016 1:36:38 PM  
**Subject:** req#304480

Good afternoon Keta,

I have attached the backup for req#304480. Can you please let me know once the agenda item is created? I appreciate your help.

Thank you,

**Melanie Esparza**  
Accountant II  
Hidalgo County Elections Department  
956-318-2570 Ext: 5707

<Ricoh MP 7503SP req#304480.pdf>


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Financial Calculators

- Mortgage Calculator
- Loan Calculator
- Auto Loan Calculator
- Interest Calculator
- Real Estate Calculator
- Tax Home-Paycheck Calculator
- Payment Calculator
- Refinment Calculator
- Amortization Calculator
- Investment Calculator
- Currency Calculator
- Personal Loan Calculator
- Inflation Calculator
- Lease Calculator
- Finance Calculator
- Mortgage Payoff Calculator
- Reliance Calculator
- Budget Calculator
- Income Tax Calculator
- Weight Loss Calculators
- Math Calculators
- Pregnancy Calculators
- Other Calculators
- Calculators for Your Site

Home / Financial Calculators / Lease Calculator

Lease Calculator

<b>Fix Rate</b>	<b>Fix Payment</b>	<b>Result</b>	
Product/Property Value	\$ 12081.08	Interest/Return Rate	2.097%
Residual Value	\$ 0	Total of 48 Monthly Payments	\$12,102.88
Lease Term	4 years 0 months	Initial Interest	\$621.80
Monthly Payment	\$ 262.50		
<b>Calculate</b>			

Mortgage Rate: 30 year fixed, all points, Credit score

- |   |  |   |                                  |
|---|--|---|----------------------------------|
|  | \$1,088/month<br>Points: 11.4<br>Fees: \$2,550<br>NMLS # 66217 | APR: 3.344%<br>Rate: 3.290%<br>Lock: 30 days<br>Aug. 29 | <b>Next &gt;</b><br>877-664-8500 |
|  | \$1,123/month<br>Points: 0<br>Fees: \$0<br>NMLS # 750858       | APR: 3.500%<br>Rate: 3.500%<br>Lock: 30 days<br>Aug. 29 | <b>Next &gt;</b><br>877-988-7375 |
|  | \$1,105/month<br>Points: 0<br>Fees: \$967<br>NMLS # 66247      | APR: 3.406%<br>Rate: 3.375%<br>Lock: 30 days<br>Aug. 29 | <b>Next &gt;</b><br>877-664-8500 |

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Related

- Auto Lease Calculator
- Auto Loan Calculator

**HONDA ACCORD CLOSEOUT**  
Whopping Discounts on  
Honda Accord



What is a Lease?

A lease is a contract made for the use of an asset. It is made between a lessor (the owner of the asset) and a lessee (the person who wants to use the asset).

You will hear the most about leasing houses and cars, but you can lease anything. Businesses routinely lease all sort of equipment, because the effect on the bottom line and on tax is favorable.

There is a considerable difference between leasing an asset and renting it. A lease contract is a strictly binding business agreement. The two parties make the agreement and neither one can deviate from its terms (without some very exceptional reason). Lease an apartment for three years, and you owe the rent on that apartment for the next three years month by month, and if you don't pay it, you will incur various penalties.

This is very different from renting an apartment. Most rental contracts are covered by much more considerable terms for the tenant, who can move out early, arrange late payment in some cases, etc. That is why it is unusual for a landlord to lease an apartment to an individual – the laws covering rental contracts are better protection for both tenant and landlord. However, should a business seek an apartment to use, perhaps, for executives who visit the city from time to time, a leasing agreement might be favorable.

When agreeing to a lease, you will almost certainly be asked to make a deposit to cover risk of damages and non-payment. It should be clearly stated in the lease that the deposit is refundable.

Leasing a Car

The most common form of leasing seen today is automobile leasing. This is not because leasing a car is cheaper than buying one – on the contrary, overall it's more expensive. But auto leasing has two principal benefits that make it very popular despite the expense: You can always drive a fairly new car, and it's always under warranty; and for the same budget, you can often get a larger, more luxurious, better-equipped car.

When you lease, there are many factors to consider: The initial down payment, the amount of the monthly payment, the time of the lease (this is usually three years in the U.S., but it is possible to lease for six years), the mileage you can drive every year, etc.

Your monthly payment is based on the difference between the cost of the automobile ("transaction price" or its "capitalized cost") when it's new, and what the car is forecast to be worth at the end of the leasing period – this is called the "residual value." This difference is financed at a particular rate of interest, which is sometimes called the "leasing rate." You may also have to put down a security deposit (this is usually one month's payment). There can be additional charges that the dealer may impose, so you should discuss all the financing carefully before agreeing to an automobile leasing contract.

Tab	CC Date	Dept No.	Install Date	Serial Number	Department Lease / Property	Req. No.	Coop Contract Number	Model Description	Monthly Pymt Amount	Barcode Title	Lease Term in Moths	Est. Economic Useful Life in Mo.'s	Total Principal Pymts Over Lease Term	4a	4b	Capital or Operating Lease? (Calculated Field)	% Interest
										1	2	3a	3b	4a	4b		
33	9/5/2016	130			ELECTIONS	304480	DR-TSC-3041	MP 7503SP	\$262.56	Y	Y	48	60	\$12,632.88	\$12,081.00		2.087
34										N	N		60	50.00			
35										N	N		60	50.00			
36										N	N		60	50.00			
37										N	N		60	50.00			
38										N	N		60	50.00			
39										N	N		60	50.00			
40										N	N		60	50.00			
41										N	N		60	50.00			
42										Y	Y	84	84	50.00			
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# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, b. and 6 if there are no interested parties.

## OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:  
2016-106119

Date Filed:  
08/30/2016

Date Acknowledged:  
09/01/2016

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.  
Ricoh USA, Inc.  
McAllen, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.  
County of Hidalgo

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.  
Req #304480  
Lease and Service for Ricoh MP7503SP

4	Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
			Controlling	Intermediary
	Ricoh USA, Inc.	McAllen, TX United States		X

5 Check only if there is NO Interested Party.

6 AFFIDAVIT I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

\_\_\_\_\_  
Signature of authorized agent of contracting business entity

ATTIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said \_\_\_\_\_, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, to certify which, witness my hand and seal of office.

\_\_\_\_\_  
Signature of officer administering oath      Printed name of officer administering oath      Title of officer administering oath

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 3

Complete Nos. 2 - 4 and 6 if there are interested parties.  
 Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

## OFFICE USE ONLY CERTIFICATION OF FILING

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.  
 Rioch USA, Inc.  
 McAllen, TX United States

Certificate Number:  
 2016-106119

Date Filed:  
 08/30/2016

Date Acknowledged:

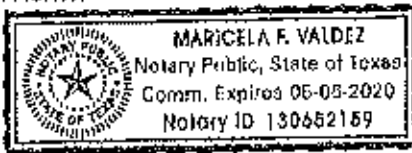
2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.  
 County of Hidalgo

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.  
 Req #304480  
 Lease and Service for Rioch M17503SP

4 Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
		Controlling	Intermediary
Rioch USA, Inc.	McAllen, TX United States		X

5 Check only if there is NO interested party.

6 AFFIDAVIT



I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

*[Signature]*  
 \_\_\_\_\_  
 Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said Andrew Colino, this the 31<sup>st</sup> day of August, 2016, to certify which, witness my hand and seal of office.

Maricela F. Valdez      Maricela F. Valdez      Notary  
 Signature of officer administering oath      Printed name of officer administering oath      Title of officer administering oath

# Proposal for Document Copying & Printing Solutions



Hidalgo County  
Elections  
Department  
*Xerox Replacement*



PREPARED BY:

Aissa Acevedo-Major Account Executive  
Mobile: (956) 607-6465  
Fax: (956) 687-2012  
Email: [Aissa.Acevedo@Ricoh-USA.com](mailto:Aissa.Acevedo@Ricoh-USA.com)

*Proposal Submitted: August 11, 2016*

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[www.ricoh-usa.com](http://www.ricoh-usa.com)



Please direct any questions on this proposal to:

Aissa Acevedo – Services Executive, Major Accounts

Mobile: (956) 607-6465

Fax: (956) 687-2012

Email: [Aissa.Acevedo@ricoh-usa.com](mailto:Aissa.Acevedo@ricoh-usa.com)

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