

# Requisition

Req # 00345397

PO #

Date: 06/28/17

Bill To: x  
x

*Ai 60616*

Vendor: 211567  
GE CAPITAL INFORMATION TECHNOLOGY SO  
RICOH USA, INC.  
P.O. BOX 650073  
DALLAS TX 75265

Ship To: TAX ASSESSOR-COLLECTOR  
2804 S. BUS. HWY 281  
EDINBURG TX 78539-6243

Contact: ALEX BAZAN  
956-289-7472

Contract No:

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		5 MONTHS REMAINING IN FISCAL YEAR: 8/1/17-12/31/17 DIR-TSO-3041 LEASE AND SERVICE TERM 36 MONTHS DO NOT DUPLICATE ORDER		
5.00	MONTH	NEW 36 MONTH (CAPITAL LEASE FOR A RICOH MP402SPF #417705 WITH SERVICE)	48.71	243.55
5.00	MONTH	ESP XG-PCS-15D	4.61	23.05
5.00	MONTH	Network Print/Scan Connection (Seg. 3) - PS-NWSC3	7.63	38.15
5.00	MONTH	Service (3,000 B/W impressions monthly @ \$0.0124)	37.20	186.00
1.00	EACH	OVERAGES BILLED QUARTERLY - B/W @ \$0.0124	100.00	100.00
		<u>Account No</u>	<u>Encumbrance</u>	
		7-1100-415-15-140-001-0-430	186.00	
		7-1100-415-15-140-001-0-610	100.00	
		7-1100-415-15-140-001-0-780	304.75	
			Freight	.00
			Total	590.75
		GOLD SERVICE INCLUDES: PARTS, LABOR, TONER & STAPLES *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. Includes Full and Final Upgrade and Payoff of Contract: 429301-3229343  *Bill To/Ship To: Hidalgo County Tax Office - Fraud Dept. 2804 S. Bus Hwy 281 Edinburg, TX 78539 Contact: Alex Bazan/ Phone: 956-318-2157		

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

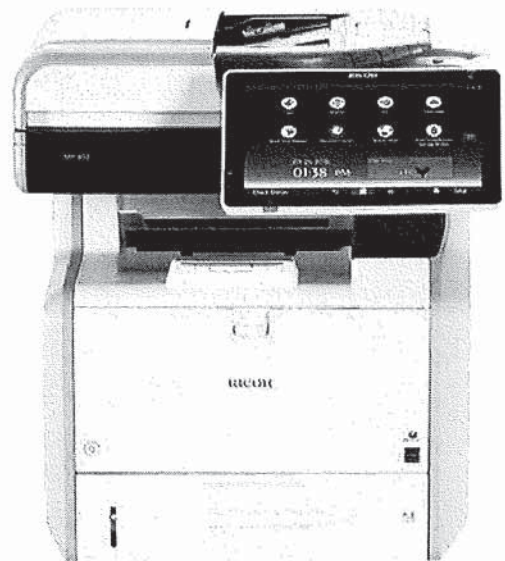
R-345397

# Ricoh MP402SPF

Black/White Multifunctional Device – For Fraud

### Key Features

- 42-PPM monochrome
- 1,100-sheet paper capacity  
Tray 1 - 500 Sheet Paper Tray  
And Bypass – 100 Sheets
- 50 Sheet Single Pass Document Feeder
- 10.1" Color Smart Touch Panel
- Fax Enabled
- Scan to/Print from USB/SD Card
- Configured to Print & Scan; providing both black & white and color scanning
- DOSS (Data Overwrite Security System) standard - For ISO15408 Compliance
- Energy Star® compliant



## DIR Contract - Investment Details for Either Purchase or 36 Month Lease

Equipment Breakdown	DIR Cash Pricing	DIR 36 Month Pricing	Discounted Pricing
Ricoh MP402SPF #417705	\$1,358.11	\$49.05	\$48.71
ESP XG-PCS-15D	\$151.13	\$4.61	\$4.61
Network & Scan Connect – Seg 3 - PS-NWSC3	\$250.00	\$7.63	\$7.63
<b>Equipment Totals</b>	<b>\$1,759.24</b>	<b>\$61.29</b>	<b>\$60.95</b>
Service (1,500 B/W impressions monthly @ \$0.0124) (Overages billed quarterly @ \$0.0124)			\$18.60
		<b>GRAND TOTAL PER MONTH</b>	<b>\$79.55</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).

5 MONTHS REMAINING IN FISCAL YEAR: 08/01/17-12/31/17

State of Texas DIR Contract Number: DIR-TSO-3041

36 Month LEASE AND SERVICE TERM

GOLD SERVICE INCLUDES: PARTS, LABOR, TONER & STAPLES

\*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.

Includes Full & Final Pay off of Contract: 429301-3229343

\*Bill To /Ship To:

Hidalgo County Tax Office – Fraud Dept.

2804 S. Bus Hwy 281

Edinburg, TX 78539

Contact: Alex Bazan/ Phone: 956-318-2157

**RICOH**  
imagine. change.

# 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, 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.  
Ricoh USA, Inc.  
McAllen, TX United States

Certificate Number:  
2017-230247

Date Filed:  
06/28/2017

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.

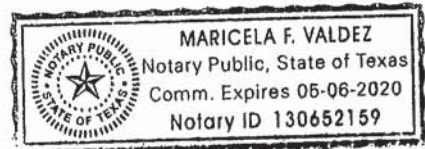
Req # 345397  
Lease and Service for Ricoh MP402SPF for Fraud

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.



Andrew Cobino  
Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said Andrew Cobino, this the 29<sup>th</sup> day of June, 2017, 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

Zimbra

liza.lopez@co.hidalgo.tx.us

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**Ricoh IT approval**

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**From :** Alex Bazan <alex.bazan@hidalgocountytax.org>  
**Subject :** Ricoh IT approval  
**To :** liza lopez <liza.lopez@co.hidalgo.tx.us>

Thu, Jun 29, 2017 03:51 PM

📎 3 attachments

For substation and edinburg copiers

Thank you

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**From:** Renan Ramirez [mailto:renan.ramirez@co.hidalgo.tx.us]  
**Sent:** Thursday, June 29, 2017 11:09 AM  
**To:** Alex Bazan  
**Subject:** Re: New Copier for McAllen Office

Alex,

Approved!

-----  
Renán Ramirez  
Chief Information Officer  
County of Hidalgo, Texas  
office: 956-289-7444

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**From:** "Alex Bazan" <alex.bazan@hidalgocountytax.org>  
**To:** "renan ramirez" <renan.ramirez@co.hidalgo.tx.us>  
**Sent:** Thursday, June 29, 2017 11:04:09 AM  
**Subject:** FW: New Copier for McAllen Office

Hi Renan can you please approve this copiers for our substations with Ricoh?

Thank you

ab

**From:** [Aissa.Acevedo@ricoh-usa.com](mailto:Aissa.Acevedo@ricoh-usa.com) [mailto:Aissa.Acevedo@ricoh-usa.com]  
**Sent:** Tuesday, June 27, 2017 5:53 PM  
**To:** Alex Bazan  
**Cc:** Julio Espinosa  
**Subject:** RE: New Copier for McAllen Office

Hi Alex!  
Wonderfull

I went ahead and reattached the proposal that has the DIR Price Verification (which you will need to submit to Purchasing) along with each of the seven PO templates for you to follow as you create your requisitions. All you have to do is copy & paste the information into your requisition! I've also noted which Budget Codes to use. Please note all information on the PO Sample is needed as all is needed on the final PO.

You will proceed with the Hidalgo County procurement procedure:

1. Once you create your requisitions, and as soon as you have all seven req #'s, you can provide those numbers to me... I can then generate the HB1295 forms that you will need to submit to purchasing (this form is completed by me and signed, notarized and then sent back to you)
2. You then send all information (proposal/pricing back up/HB1295 form) and your requisition to your Purchasing Department to validate and approve
3. Ultimately after all necessary approvals, you will then be able to obtain a Commissioner Court date for final approval

# RICOH

## Texas DIR

### Purchase / Lease / Full Maintenance

#### Schedule B to

#### Ricoh Master Pricing Agreement

Terms & Conditions in reference Ricoh Master Agreement.

Lease rates are subject to quarterly review and adjustment, unless otherwise noted in the Ricoh Master Agreement.

Lease payments include taxes.

Ricoh Price Code	Copies Developments Per Month	Ricoh Equipment and Options	Suggested Retail Price	Contract Equipment Purchase Price	24 Monthly Lease Payments		36 Monthly Lease Payments		48 Monthly Lease Payments		60 Monthly Lease Payments		Base Charge	Base Frequency	Base Allowance	BW CPC	Color Allowance	Color CPC	Supplies Included	Production T/C/T Click	Delivery & Installation Turners Included		
					FWW Lease Payments	FWW 24 Monthly Payments	FWW 36 Monthly Payments	FWW 48 Monthly Payments	FWW 60 Monthly Payments	36 MONTH DISCOUNTED													
417705	42	HP 4025SP	\$3,323.00	\$1,358.11	\$70.11	\$48.05	\$48.71	\$49.28	\$53.41														
ESPACT1		ESP ACT Power Filter	30.00	23.93	0.91	0.64	0.66	0.68	0.46														
006428MU		Network Print/Scan Connection (Sep. 3)	10.00	10.13	6.59	4.91	4.61	3.79	3.33														
PS-NW5C3		Paper Feed Unit P81060	350.00	20.00	14.96	3.22	7.83	8.28	5.51														
407230		Paper Feed Unit P81070	160.00	133.85	4.93	4.15	3.45	2.85	2.51														
407229		Adjustable Height Cabinet Type G	305.00	136.01	5.83	2.98	2.45	2.45	2.16														
181230		Mail Cabinet Type L	205.00	97.73	4.28	2.98	2.45	2.45	2.16														
417710		Mail Cabinet Type M	195.00	78.85	3.44	2.41	1.98	1.98	1.74														
52901		Network Enclosure	195.00	78.84	3.35	2.34	1.92	1.92	1.69														
417598		IEEE 1394 Interface Board Type M19	125.00	47.25	2.96	1.44	1.19	1.19	1.04														
407883		IEEE 802.11 Interface Unit Type M24	125.00	38.25	3.27	3.28	7.82	6.28	6.70														
417587		USB Device Server Option Type M18	125.00	148.25	6.10	4.37	2.46	2.46	2.18														
417588		Extended USB Board Type M19	375.00	143.00	8.10	4.37	3.08	3.08	2.78														
417711		Optional Counter Interface	81.00	29.22	1.27	0.89	0.73	0.73	0.64														
417709		Print / Scan Option Accessories	85.00	43.32	1.89	1.32	1.00	1.00	0.95														
417598		XPS Direct Print Option Type M27	730.00	204.52	8.82	6.24	5.12	5.12	4.50														
417438		OCR Unit	205.00	126.32	5.51	3.85	3.18	3.18	2.78														
417710		Face Connection Unit Type M27	295.00	101.25	4.41	3.08	2.53	2.53	2.23														
417727		Security & Misc. Accessories	330.00	113.68	4.86	3.47	2.85	2.85	2.59														
417469		NFC Card Reader Type M27	479.00	188.48	8.65	6.05	4.97	4.97	4.37														
EG-RETURN-SEC5PLUS		Lease Return	250.00	-	-	-	-	-	-														
				<b>GRAND TOTAL PURCHASE PRICE</b>	<b>\$1,759.24</b>	<b>36 Month Lease Payment</b>	<b>\$61.29</b>	<b>\$60.95</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,200 BW Click @ \$0.0124</b>	<b>\$16.00</b>	<b>1,200 BW Click @ \$0.0124</b>	<b>\$16.00</b>	<b>RICOH MP4025SPF GRAND TOTAL PURCHASE PRICE FOR 36 MO LEASE WITH 1,000 BW CLICKS</b>	<b>\$79.55</b>	<b>\$79.55</b>				

R-345397

FINANCIAL WEIGHT LOSS MATH PREGNANCY OTHER FOR YOUR SITE

Home / Financial Calculators / Lease Calculator

### Lease Calculator

Share @    

<b>Fix Rate</b>	<b>Fix Payment</b>
Product/Property Value	<input type="text" value="1759.24"/>
Residual Value	<input type="text" value="0"/>
Lease Term	<input type="text" value="3"/> years <input type="text" value="0"/> months
Monthly Payment	<input type="text" value="60.95"/>
<b>Calculate</b>	

### Result

Interest/Return Rate **14.960%**  
 Total of 36 Monthly Payments **\$2,194.20**  
 Total Interest **\$434.96**



#### Financial Calculators

<a href="#">Mortgage</a>	<a href="#">Loan</a>
<a href="#">Auto Loan</a>	<a href="#">Interest</a>
<a href="#">Real Estate</a>	<a href="#">Take-Home-Paycheck</a>
<a href="#">Payment</a>	<a href="#">Retirement</a>
<a href="#">Amortization</a>	<a href="#">Investment</a>
<a href="#">Currency</a>	<a href="#">Personal Loan</a>
<a href="#">Inflation</a>	<a href="#">Lease</a>
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<a href="#">Refinance</a>	<a href="#">Budget</a>
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[Financial](#) | [Weight Loss](#) | [Math](#) | [Pregnancy](#) | [Other](#)

Mortgage Rate: 30 year fixed, all points, Credit score 740+, ...



**\$1,248/month**  
 Points: 0  
 Fees: \$1,665  
 NMLS # 412915

**APR: 4.432%**  
 Rate: 4.375%  
 Lock: 60 days  
 Jul. 5

[Next >](#)

877-693-8156



**\$1,192/month**  
 Points: 0  
 Fees: \$0  
 NMLS # 790396

**APR: 3.990%**  
 Rate: 3.990%  
 Lock: 30 days  
 Jul. 5

[Next >](#)

877-588-7375



**\$1,158/month**  
 Points: 0.375  
 Fees: \$0

**APR: 3.781%**  
 Rate: 3.750%  
 Lock: 30 days  
 Jul. 5

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877-441-8944

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#### Related

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### 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 serious penalties.

This is very different from renting an apartment. Most rental contracts are covered by much more considerate 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.

