|  |
| --- |
| Texas Department of Information Resources |
| HP Laptop Bulk Purchase WEB VERSION |
| Fiscal Year 2020 |

[HP Inc.: DIR-TSO-4159](https://dir.texas.gov/View-Search/Contracts-Detail.aspx?contractnumber=DIR-CPO-4412&keyword=xerox)

DIR Bulk Purchase Initiative #DIR-BP2020-032

# Summary

The Department of Information Resources (DIR) is pleased to announce the bulk purchase for the HP Laptop CARES Act. By tapping into our existing contractual vehicles through our Cooperative Contracts program, DIR anticipates a much-shortened procurement process for Customers.  In addition, state agencies may participate in the HP Laptop CARES Act bulk purchase initiative without being constrained by dollar thresholds.

DIR has concluded vendor negotiations and Texas state agencies may issue purchase orders for eligible products beginning December 1, 2020 through December 30, 2020.

# Instructions for ordering

This bulk purchase initiative is open to **Texas state agencies (Customers) only** and is eligible for CARES Act funding reimbursement. There is no minimum order quantity under the bulk purchase. Regardless of the number of items purchased, eligible products and services procured under this initiative will be at or below the negotiated bulk rates listed in the Appendix A Pricing file.

To obtain a quote at bulk purchase prices contact Michele Imes, Field Manager at [michele.imes@hp.com](mailto:michele.imes@hp.com), or (817) 875-0504. Please indicate that you are participating in DIR’s HP CARES Act Bulk Purchase Initiative. Customers are allowed to select a reseller from the HP contract with whom they wish to work. Customer’s shall inform HP when placing the order which reseller they wish to work with, and HP will facilitate the order with that reseller.

Once ready to order, please include the DIR contract number ([**DIR-TSO-4159)**](https://dir.texas.gov/View-Search/Contracts-Detail.aspx?contractnumber=DIR-CPO-4412&keyword=xerox) on your purchase order

(PO) as well as the following statement, “**DIR Bulk Purchase Initiative DIR-BP2020-032.”** Failure to do so may result in your purchase not being considered a Bulk Purchase and as such be subject to state competitive procurement laws. Purchase Orders will be placed directly with the vendor or reseller the customer chooses, and **for reporting and CARES Act reimbursement purposes, Customers must forward a copy of their PO to** [**bulk.purchase@dir.texas.gov.**](mailto:bulk.purchase@dir.texas.gov)

**Please note:** In accordance with Texas Government Code 2157.068, state agencies making purchases under DIR Bulk Purchase Agreements are not bound by competitive requirements or dollar thresholds otherwise required when making IT commodity purchases for hardware, software, and technology services. If the state agency is unable to utilize the options provided under a DIR Bulk Purchase Agreement, the state agency must follow dollar threshold and competitive requirements. For more information on threshold requirements please visit DIR’s web page, [Procurement Thresholds](https://dir.texas.gov/View-Contracts-And-Services/Pages/Content.aspx?id=43).

# DIR Contact Information

For questions regarding the DIR’s Bulk Purchase Initiative, please contact:

Skip Bartek, CTCM, CTPM

Assistant Director, Contract Management Office

[skip.bartek@dir.texas.gov](mailto:skip.bartek@dir.texas.gov) | o: 512.936.9876

# Eligible Products and Services

The product(s) available for purchase through this Bulk Purchase Agreement can be found on the DIR-BP2020-032 Exhibit A – Pricing document. There you will find the Vendor contact information, Vendor’s DIR contract number, the product and the Bulk Purchase discounts and price. Additional products and services eligible under the Vendor’s contract may be added as necessary at the minimum discount listed in the contract DIR-TSO-4159.

HP agrees to delivery of products on or before December 30, 2020 for all orders placed on or before December 14, 2020.

HP Inc.

Authorized by: /Signature on File/

Name: Judith M. Alexander

Title: Senior Counsel

Date: December 2, 2020

Department of Information Resources

Authorized by: /Signature on File/

Name: Hershel Becker

Title: Chief Procurement Officer

Date: December 3, 2020