



**COUNTY OF ALLEGHENY
DIVISION OF PURCHASING AND SUPPLIES
436 GRANT STREET
ROOM 206 COURTHOUSE
PITTSBURGH PA 15219**

Inquiry No. RFQ-2931FA

This Letter Agreement is made and entered into this 25th day of November, 2009. In accordance with the specifications, terms, and conditions of Inquiry Number RFQ-2931FA, you

Diane Riegler
Vision Business Products
600 Logan Street
Carnegie, PA 15106
Phone: 412-276-3588 Fax: 412-276-4303
driegler@visionbp.com

Agree to furnish, supply, or deliver to the County of Allegheny, the following goods and/or services:

OEM COMPATIBLE LASER PRINTER TONER CARTRIDGES

UNIT OF MEASURE	DESCRIPTION	UNIT PRICE
EACH	OEM Compatible Laser Printer Toner Cartridges for Lexmark Model T-650 Printers, high yield capacity Part # T-650H11A	\$ <u>245.00</u>

Period of Contract: One (1) year, November 25, 2009 through November 24, 2010

DELIVER F.O.B. Point of Delivery

OPTION TO EXTEND

The Division of Purchasing and Supplies, reserves the right, upon notice to the supplier, to extend the Contract or any part of the Contract for up to three (3) months, upon the same terms and conditions after the indicated expiration date as described in the Contract. This will be utilized to prevent a lapse in Contract coverage for the goods or services indicated on the Contract, and only for the time necessary to enter into a new Contract. When applicable, an extension notice will be issued defining the exact extension of the Contract; all other terms and conditions of the extended Contract will remain in full force and effect.

YOU ARE ADVISED NOT TO MAKE ANY DELIVERIES OF GOODS OR OTHERWISE BEGIN PERFORMANCE UNTIL EXPRESSLY DIRECTED. Your performance, when it begins, shall conform to the terms of your quote and the County's Inquiry.

Bidder has not indicated if bidder agrees to make available to the Councils of Government, Municipalities, Authorities and School Districts within Allegheny County, all items contained in this inquiry at the price quoted for the entire Contract Period.

Bidder has not indicated if agrees to make available to all political sub-division and authorities of the Commonwealth of Pennsylvania all items contained in this inquiry at the price quoted for the entire Contract Period.

The County retains the right to terminate this contract upon thirty (30) days written notice.

This Letter Agreement is duly signed on the day and year first written above, by the party below, who intends to be legally bound hereby.

Frank Alessio, CPPB, Deputy Chief Purchasing Officer