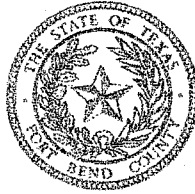




**Fort Bend County Specification Download Acknowledgment**



**Invitation for Bid  
Term Contract for Purchase of Toner and Ink Cartridges  
BID 16-017**

**VENDORS MUST IMMEDIATELY RETURN THIS FORM BY FAX TO 281-341-8645.**

- Vendor Responsibilities:**
- Vendors are responsible to download and complete any addendums. (Addendums will be posted on the Fort Bend County Website no later than 48 hours prior to Bid Opening)
  - Vendors will submit responses in accordance with requirements stated on cover of document.
  - Vendors may not submit responses via email or fax.

ELP Enterprises, Inc. dba MC Business Products

Legal Name of Contracting Company

Martha Cballos

Contact Person

9346 Rosstown Way Houston, Texas 77080

Complete Mailing Address

832-969-9947

713-463-5682

Telephone Number

Facsimile Number

martha@elpenterprisesinc.com

Email Address

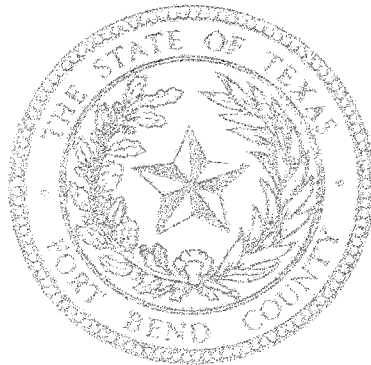
*Martha Cballos*

*7/29/15*

Signature

Date

**Fort Bend County, Texas  
Invitation for Bid**



**Invitation for Bid  
Term Contract for Purchase of Toner and Ink Cartridges  
BID 16-017**

**SUBMIT BIDS TO:**

Fort Bend County  
Purchasing Department  
Travis Annex  
301 Jackson, Suite 201  
Richmond, TX 77469

**\*\*NOTE:**  
All correspondence must include the term "Purchasing Department" in address to assist in proper delivery.

**SUBMIT NO LATER THAN:**

Thursday, August 13, 2015  
1:30 PM (Central)

**LABEL ENVELOPE:**

BID 16-017  
TONER & INK

***ALL BIDS MUST BE RECEIVED IN AND TIME/DATE STAMPED BY THE PURCHASING OFFICE OF FORT BEND COUNTY BEFORE THE SPECIFIED TIME/DATE STATED ABOVE.***

***BIDS RECEIVED AS REQUIRED WILL BE OPENED AND PUBLICLY READ.***

***BIDS RECEIVED AFTER THE SPECIFIED TIME WILL BE RETURNED UNOPENED.***

Results will not be given by phone. Results will be provided to bidders in writing after Commissioners' Court awards.

Fort Bend County is always conscious and extremely appreciative of your effort in the preparation of this bid.

Requests for information must be in writing and directed to:

Cheryl Krejci, CPPB  
Senior Buyer  
[cheryl.krejci@fortbendcountytexas.gov](mailto:cheryl.krejci@fortbendcountytexas.gov)

**1.0 GENERAL REQUIREMENTS:**

- 1.1 Read this entire bid document carefully. Follow all instructions. You are responsible for fulfilling all requirements and specifications. Be sure you understand them.
- 1.2 General Requirements apply to all advertised bids, however, these may be superseded, whole or in part, by the scope, special requirements, specifications, special specifications or other data contained herein.
- 1.3 Governing Law: Bidder is advised that these requirements shall be fully governed by the laws of the State of Texas and that Fort Bend County may request and rely on advice, decisions and opinions of the Attorney General of Texas and the County Attorney concerning any portion of these requirements.
- 1.4 Bid Document Completion: Fill out, initial each page, sign, and return ONE (1) complete bid document to the Fort Bend County Purchasing Department. An authorized representative of the bidder must sign the Contract Sheet. The contract will be binding only when signed by the County Judge, Fort Bend County and a purchase order authorizing the item(s) desired has been issued. The use of liquid paper is not acceptable and may result in the disqualification of bid. If an error is made, vendor must draw a line through error and initial each change. All response, typed or written, information must be clear and legible.
- 1.5 Bid Returns: Bidders must return all completed bids to the Fort Bend County Purchasing Department at 301 Jackson, Suite 201, Richmond, Texas no later than 1:30 P.M. on the date specified. Late bids will not be accepted. Bids must be submitted in a sealed envelope, addressed as follows: Fort Bend County Purchasing Agent, Travis Annex, 301 Jackson, Suite 201, Richmond, Texas 77469.
- 1.6 Governing Documents: In the event of any conflict between the terms and provisions of these requirements and the specifications, the specifications shall govern. In the event of any conflict of interpretation of any part of this overall document, Fort Bend County's interpretation shall govern.
- 1.7 Addendums: No interpretation of the meaning of the drawings, specifications or other bid documents will be made to any vendor orally. All requests for such interpretations must be made in writing addressed to Ms. Cheryl Krejci, County Senior Buyer, 301 Jackson, Suite 201, Richmond, Texas 77469, e-mail: [cheryl.krejci@fortbendcountytexas.gov](mailto:cheryl.krejci@fortbendcountytexas.gov). Any and all interpretations and any supplemental instructions will be in the form of written addenda to the contract documents which will be posted on Fort Bend County's website. Addenda will **ONLY** be issued by the Fort Bend County Purchasing Agent. It is the sole responsibility of each bidder to insure receipt of any and all addenda. All addendum issued will become part of the contract documents. Bidders must sign

Initials of Bidder: MC

and include it in the returned bid package. Deadline for submission of questions and/or clarification is **Thursday, August 6, 2015 at 9:00 a.m. (CST)**. Requests received after the deadline will not be responded to due to the time constraints of this bid process.

- 1.8 **Hold Harmless Agreement:** Contractor shall indemnify and hold Fort Bend County harmless from all claims for personal injury, death and/or property damage arising from any cause whatsoever, resulting directly or indirectly from contractor's performance. Contractor shall procure and maintain, with respect to the subject matter of this bid, appropriate insurance coverage including, as a minimum, public liability and property damage with adequate limits to cover contractor's liability as may arise directly or indirectly from work performed under terms of this bid. Certification of such coverage must be provided to the County upon request.
- 1.9 **Waiver of Subrogation:** Bidder and bidder's insurance carrier waive any and all rights whatsoever with regard to subrogation against Fort Bend County as an indirect party to any suit arising out of personal or property damages resulting from bidder's performance under this agreement.
- 1.10 **Severability:** If any section, subsection, paragraph, sentence, clause, phrase or word of these requirements or the specifications shall be held invalid, such holding shall not affect the remaining portions of these requirements and the specifications and it is hereby declared that such remaining portions would have been included in these requirements and the specifications as though the invalid portion had been omitted.
- 1.11 **Bonds:** If this bid requires submission of bid guarantee and performance bond, there will be a separate page explaining those requirements. Bids submitted without the required bid bond or cashier's checks are not acceptable.
- 1.12 **Taxes:** Fort Bend County is exempt from all federal excise, state and local taxes unless otherwise stated in this document. Fort Bend County claims exemption from all sales and/or use taxes under Chapter 20, Title 122a, Vernon's Texas Civil Statutes, as amended. Texas Limited Sales Tax Exemption Certificates will be furnished upon written request to the Fort Bend County Purchasing Department.
- 1.13 **Fiscal Funding:** A multi-year lease or lease/purchase arrangement (if requested by the specifications), or any contract continuing as a result of an extension option, must include fiscal funding out. If, for any reason, funds are not appropriated to continue the lease or contract, said lease or contract shall become null and void. After expiration of the lease, leased equipment shall be removed by the bidder from the using department without penalty of any kind or form to Fort Bend County. All charges and physical activity related to delivery, installation, removal and redelivery shall be the responsibility of the bidder.

Initials of Bidder: MC

- 1.14 Pricing: Prices for all goods and/or services shall be firm for the duration of this Contract and shall be stated on the bid sheet. Prices shall be all inclusive. No price changes, additions, or subsequent qualifications will be honored during the course of the Contract. All prices must be written in ink or typewritten. Pricing on all transportation, freight, and other charges are to be prepaid by the contractor and included in the bid prices. If there are any additional charges of any kind, other than those mentioned above, specified or unspecified, bidder MUST indicate the items required and attendant costs or forfeit the right to payment for such items.
- 1.15 Silence of Specifications: The apparent silence of specifications as to any detail, or the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practice is to prevail and that only material and workmanship of the finest quality are to be used. All interpretations of specifications shall be made on the basis of this statement. The items furnished under this contract shall be new, unused of the latest product in production to commercial trade and shall be of the highest quality as to materials used and workmanship. Manufacturer furnishing these items shall be experienced in design and construction of such items and shall be an established supplier of the item bid.
- 1.16 Supplemental Materials: Bidders are responsible for including all pertinent product data in the returned bid package. Literature, brochures, data sheets, specification information, completed forms requested as part of the bid package and any other facts which may affect the evaluation and subsequent contract award should be included. Materials such as legal documents and contractual agreements, which the bidder wishes to include as a condition of the bid, must also be in the returned bid package. Failure to include all necessary and proper supplemental materials may be cause to reject the entire bid.
- 1.17 Material Safety Data Sheets: Under the "Hazardous Communication Act", commonly known as the "Texas Right To Know Act", a bidder must provide to County and using departments, with each delivery, material safety data sheets, which are, applicable to hazardous substances defined in the Act. Bidders are obligated to maintain a current, updated file in the Fort Bend County Purchasing Department. Failure of the bidder to maintain such a file will be cause to reject any bid applying thereto.
- 1.18 Name Brands: Specifications may reference name brands and model numbers. It is not the intent of Fort Bend County to restrict these bids in such cases, but to establish a desired quality level of merchandise or to meet a pre-established standard due to like existing items. Bidders may offer items of equal stature and the burden of proof of such stature rests with them. Fort Bend County shall act as sole judge in determining equality and acceptability of products offered.
- 1.19 Color Selection: Determination of colors of materials is a right reserved by the

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using department unless otherwise specified in the bid. Unspecified colors shall be quoted as standard colors, not colors, which require up charges or special handling. Unspecified fabrics or vinyl should be construed as medium grade. If bidder fails to get color/material approvals prior to delivery of merchandise, the using department may refuse to accept the items and demand correct shipment without penalty, subject to other legal remedies.

- 1.20 Evaluation: Evaluation shall be used as a determinant as to which bid items or services are the most efficient and/or most economical for the County. It shall be based on all factors, which have a bearing on price and performance of the items in the user environment. All bids are subject to tabulation by the Fort Bend County Purchasing Department and recommendation to Fort Bend County Commissioners Court. Compliance with all bid requirements, delivery and needs of the using department are considerations in evaluating bids. Pricing is NOT the only criteria for making a recommendation. The Fort Bend County Purchasing Department reserves the right to contact any bidder, at any time, to clarify, verify or request information with regard to any bid.
- 1.21 Inspections: Fort Bend County reserves the right to inspect any item(s) or service location for compliance with specifications and requirements and needs of the using department. If a bidder cannot furnish a sample of a bid item, where applicable, for review, or fails to satisfactorily show an ability to perform, the County can reject the bid as inadequate.
- 1.22 Testing: Fort Bend County reserves the right to test equipment, supplies, material and goods bid for quality, compliance with specifications and ability to meet the needs of the user. Demonstration units must be available for review. Should the goods or services fail to meet requirements and/or be unavailable for evaluation, the bid is subject to rejection.
- 1.23 Disqualification of Bidder: Upon signing this bid document, a bidder offering to sell supplies, materials, services, or equipment to Fort Bend County certifies that the bidder has not violated the antitrust laws of this state codified in section 15.01, et seq., Business & Commerce Code, or the federal antitrust laws, and has not communicated directly or indirectly the bid made to any competitor or any other person engaged in such line of business. Any or all bids may be rejected if the County believes that collusion exists among the bidders. Bids in which the prices are obviously unbalanced may be rejected. If multiple bids are submitted by a bidder and after the bids are opened, one of the bids is withdrawn, the result will be that all of the bids submitted by that bidder will be withdrawn; however, nothing herein prohibits a vendor from submitting multiple bids for different products or services.
- 1.24 Awards: Fort Bend County reserves the right to award this contract on the basis of lowest and best bid in accordance with the laws of the State of Texas, to waive any formality or irregularity, to make awards to more than one bidder, to reject

Initials of Bidder: MC

any or all bids. In the event the lowest dollar bidder meeting specifications is not awarded a contract, the bidder may appear before the Commissioners Court and present evidence concerning his responsibility. An award is final only upon formal execution by the Fort Bend County Commissioners Court or the Fort Bend County Purchasing Agent. Fort Bend County reserves the right to withdraw any award until execution by the proper authority.

- 1.25 Assignment: The successful vendor may not assign, sell or otherwise transfer this contract without written permission of Fort Bend County Commissioners Court.
- 1.26 Term Contracts: If the contract is intended to cover a specific time period, said time will be given in the specifications under scope.
- 1.27 Maintenance: Maintenance required for equipment bid should be available in Fort Bend County by a manufacturer authorized maintenance facility. Costs for this service shall be shown on the bid sheet as requested or on a separate sheet, as required. If Fort Bend County opts to include maintenance, it shall be so stated in the purchase order and said cost will be included. Service will commence only upon expiration of applicable warranties and should be priced accordingly.
- 1.28 Contract Obligation: Fort Bend County Commissioners Court must award the contract and the County Judge or other person authorized by the Fort Bend County Commissioners Court must sign the contract before it becomes binding on Fort Bend County or the bidders. Department heads are not authorized to sign agreements for Fort Bend County. Binding agreements shall remain in effect until all products and/or services covered by this purchase have been satisfactorily delivered and accepted.
- 1.29 Title Transfer: Title and Risk of Loss of goods shall not pass to Fort Bend County until Fort Bend County actually receives and takes possession of the goods at the point or points of delivery. Receiving times may vary with the using department. Generally, deliveries may be made between 8:30 a.m. and 4:00 p.m., Monday through Friday. Bidders are advised to consult the using department for instructions. The place of delivery shall be shown under the "Special Requirement" section of this bid document and/or on the Purchase Order as a "Ship To:" address.
- 1.30 Purchase Order and Delivery: The successful bidder shall not deliver products or provide services without a Fort Bend County Purchase Order, signed by an authorized agent of the Fort Bend County Purchasing Department. The fastest, most reasonable delivery time shall be indicated by the bidder in the proper place on the bid sheet. Any special information concerning delivery should also be included, on a separate sheet, if necessary. All items shall be shipped F.O.B. inside delivery unless otherwise stated in the specifications. This shall be understood to include bringing merchandise to the appropriate room or place designated by the using department. Every tender or delivery of goods must fully

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comply with all provisions of these requirements and the specifications including time, delivery and quality. Nonconformance shall constitute a breach, which must be rectified prior to expiration of the time for performance. Failure to rectify within the performance period will be considered cause to reject future deliveries and cancellation of the contract by Fort Bend County without prejudice to other remedies provided by law. Where delivery times are critical, Fort Bend County reserves the right to award accordingly.

- 1.31 Contract Extension: Extensions may be made only by written agreement between Fort Bend County and the bidder. Any price escalations are limited to those stated by the bidder in the original bid.
- 1.32 Termination: Fort Bend County reserves the right to terminate the contract for default if Seller breaches any of the terms therein, including warranties of bidder or if the bidder becomes insolvent or commits acts of bankruptcy. Such right of termination is in addition to and not in lieu of any other remedies, which Fort Bend County may have in law or equity. Default may be construed as, but not limited to, failure to deliver the proper goods and/or services within the proper amount of time, and/or to properly perform any and all services required to Fort Bend County's satisfaction and/or to meet all other obligations and requirements. Contracts may be terminated without cause upon thirty (30) days written notice to either party unless otherwise specified.
- 1.33 Recycled Materials: Fort Bend County encourages the use of products made of recycled materials and shall give preference in purchasing to products made of recycled materials if the products meet applicable specifications as to quantity and quality. Fort Bend County will be the sole judge in determining product preference application.
- 1.34 Interlocal Participation: Additional governmental entities may purchase from this bid. Vendor agrees to accept purchase orders from those participating entities and to invoice each entity separately.
- 1.35 Escalation Clause: Successful bidder may apply for a price increase to the Fort Bend County Commissioners Court. Price increase will be the amount increased to the vendor from his supplier. Written documentation of the increase must be provided to the Purchasing Agent. No application for a price increase may be submitted within the first four (4) months of this contract. Increases of more than 25% of the original bid price will not be considered.

**2.0 TERMS AND CONDITIONS:**


- 2.1 Seller to Package Goods: Seller will package goods in accordance with good commercial practice. Each delivery container shall be clearly and permanently marked as follows (a) Seller's name and address; (b) Consignee's name, address and purchase order number and the bid number if applicable; (c) Container

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number and total number of containers (e.g. box 1 of 4 boxes); and (d) the number of the container bearing the packing slip. Seller shall bear cost of packaging unless otherwise provided. Goods shall be suitably packed to secure lowest transportation costs and to conform to requirements of common carriers and any applicable specifications. Fort Bend County's count or weight shall be final and conclusive on shipments not accompanied by packing list.

- 2.2 Shipment Under Reservation Prohibited: Seller is not authorized to ship goods under reservation and no tender of a bill of lading will operate as a tender of goods.
- 2.3 Title and Risk of Loss: The title and risk of loss of the goods shall not pass to the County until a County employee actually receives and takes possession of the goods at the point or points of delivery.
- 2.4 Delivery Terms: F.O.B. Destination Freight Prepaid, Inside Delivery, unless delivery terms are specified otherwise on Purchase Order.
- 2.5 No Replacement of Defective Tender: Every tender or delivery of goods must fully comply with all provisions of the Purchase Order as to time of delivery, quality and the like. If a tender is made which does not fully conform, this shall constitute a breach and Seller shall not have the right to substitute a conforming tender.
- 2.6 Place of Delivery: The place of delivery shall be that set forth in the block of the purchase order entitled "Ship To". Any change thereto shall be effective by modification as provided for in Clause number 2.20 "Modifications", hereof. The terms of this agreement are "no arrival, no sale", at the discretion of Fort Bend County.
- 2.7 Invoices and Payments:
  - 2.7.1 Seller shall submit separate invoices, in duplicate. Invoices shall indicate the purchase order number and the bid number if applicable. Invoices shall be itemized and transportation charges, if any, shall be listed separately. A copy of the bill of lading, and the freight waybill when applicable should be attached to the invoice.
  - 2.7.2 Fort Bend County's obligation is payable only and solely from funds available for the purpose of this purchase. Lack of funds shall render the order null and void to the extent funds are not available and any delivered but unpaid goods will be returned to Seller by the County.
  - 2.7.3 Do not include Federal Excise, State, or City Sales Tax. Fort Bend County is a tax-exempt governmental entity.

- 2.8 Gratuities: Fort Bend County may, by written notice to the Seller, cancel any order without liability, if it is determined by the County that gratuities, in the form of entertainment, gifts, or otherwise were offered or given by the Seller, or any agent or representative of the Seller to any officer or employee of Fort Bend County with a view toward securing an order. In the event an order is canceled by the County pursuant to this provision, the County shall be entitled, in addition to any other rights and remedies, to recover or withhold the amount of the cost incurred by Seller in providing such gratuities.
- 2.9 Special Tools and Test Equipment: If the price stated on the face of an order includes the cost of any special tooling or special test equipment fabricated or required by Seller for the purpose of filing this order, such special tooling equipment and any process sheets related thereto shall become the property of the County and to the extent feasible shall be identified by the Seller as such.
- 2.10 Warranty/Price:
- 2.10.1 The price to be paid by the County shall be that contained in Seller's quote or bid which Seller warrants to be no higher than Seller's current prices on orders by others for products of the kind and specification covered by an order for similar quantities under similar or like conditions and methods of purchase. In the event Seller breaches this warranty the prices of the items shall be reduced to the Seller's current prices on orders by others. Fort Bend County may cancel this contract without liability.
- 2.10.2 The Seller warrants that no person or selling agency has been employed or retained to solicit or secure any County order based upon any agreement or understanding for commission, percentage, brokerage, or contingent fee excepting bona fide employees of bona fide established commercial or selling agencies maintained by the Seller for the purpose of securing business. A breach or violation of this warranty gives the County the right, in addition to any other right or rights, to cancel this contract without liability.
- 2.11 Warranty Product: Seller shall not limit or exclude any implied warranties and any attempt to do so shall render an order voidable at the option of the County. Seller warrants that the goods furnished will conform to the specifications, drawings, and description listed in the bid invitation and purchase order as applicable, and to the sample(s) furnished by Seller if any. In the event of a conflict between the specifications, drawings, and descriptions, the specifications shall govern.
- 2.12 Safety Warranty: Seller warrants that the product sold to Fort Bend County shall conform to the standards promulgated by the U.S. Department of Labor under the Occupational Safety and Health Act of 1970. In the event the product does not conform to OSHA standards, the County may return the product for correction or

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replacement at the Seller's expense. In the event Seller fails to make the appropriate correction within 10 days, correction made by the County will be at Seller's expense.

- 2.13 **No Warranty by Fort Bend County Against Infringements:** As part of a contract for sale Seller agrees to ascertain whether goods manufactured in accordance with the specifications will give rise to the rightful claim of any third person by way of infringement. Fort Bend County makes no warranty that the production of goods according to the specification will not give rise to such a claim and in no event shall Fort Bend County be liable to Seller for indemnification in the event the Seller is sued on the grounds of infringement or the like. If Seller is of the opinion that an infringement will result, he will notify Fort Bend County to this effect in writing within two days after the receiving Purchase Order. If the County does not receive notice and is subsequently held liable for the infringement, Seller will defend and save the County harmless. If Seller in good faith ascertains that production of the goods in accordance with the specifications will result in infringement, this contract shall be null and void except that the County will pay Seller the reasonable cost of his search as to infringements.
- 2.14 **Right of Inspection:** The County shall have the right to inspect the goods at delivery before accepting them.
- 2.15 **Cancellation:** Fort Bend County shall have the right to cancel for default all or any part of the undelivered portion of an order if Seller breaches any of the terms hereof including warranties of Seller, or if the Seller becomes insolvent or files for protection under the bankruptcy laws. Such rights of cancellation are in addition to and not in lieu of any other remedies, which Fort Bend County may have in law or equity.
- 2.16 **Termination:** The performance of work under a Purchase Order may be terminated in whole or in part by the County in accordance with this provision. Termination of work there under shall be effected by the delivery to the Seller of a "Notice of Termination" specifying the extent to which performance of work under the order is terminated and the date upon which such termination becomes effective. Such right of termination is in addition to and not in lieu of rights of Fort Bend County set forth in Clause 15 herein.
- 2.17 **Force Majeure:** Force Majeure means a delay encountered by a party in the performance of its obligations under this Agreement, which is caused by an event beyond the reasonable control of that party. Without limiting the generality of the foregoing, "Force Majeure" shall include but not be restricted to the following types of events: acts of God or public enemy; acts of governmental or regulatory authorities; fires, floods, epidemics or serious accidents; unusually severe weather conditions; strikes, lockouts, or other labor disputes; and defaults by subcontractors. In the event of a Force Majeure, the affected party shall not be deemed to have violated its obligations under this Agreement, and the time for

performance of any obligations of that party shall be extended by a period of time necessary to overcome the effects of the Force Majeure, provided that the foregoing shall not prevent this Agreement from terminating in accordance with the termination provisions. If any event constituting a Force Majeure occurs, the affected party shall notify the other parties in writing, within twenty-four (24) hours, and disclose the estimated length of delay, and cause of the delay.

- 2.18 Assignment-Delegation: No right or interest in an order shall be assigned or delegation of any obligation made by Seller without the written permission of Fort Bend County. Any attempted assignment or delegation by Seller shall be wholly void and totally ineffective for all purposes unless made in conformity with this paragraph.
- 2.19 Waiver: No claim or right arising out of a breach of any contract can be discharged in whole or in part by a waiver or renunciation of the claim or right unless the waived or renunciation is supported by consideration and is in writing signed by the aggrieved party.
- 2.20 Modification: A Purchase Order can be modified or rescinded only by a writing signed by both of the parties or their duly authorized agents.
- 2.21 Parol Evidence: This writing is intended by the parties as a final expression of their agreement and is intended also as a complete and exclusive statement of the terms of this agreement. No course of prior dealings between the parties and no usage of the trade shall be relevant to supplement or explain any terms rendered under this agreement and shall not be relevant to determine the meaning of this agreement even though the accepting or acquiescing party has knowledge of the performance and opportunity for objection. Whenever a term defined by the Uniform Commercial Code is used in this agreement, the definition contained in the Code is to control.
- 2.22 Applicable Law: This agreement shall be governed by the Uniform Commercial Code. Whenever the term "Uniform Commercial Code" is used it shall be construed as meaning the Uniform Commercial Code as adopted in the State of Texas and in effective on the date of the purchase order.
- 2.23 Advertising: Seller shall not advertise or publish, without the County's prior consent the fact that Fort Bend County has entered into any contract, except to the extent necessary to comply with proper requests for information from an authorized representative of the federal, state, or local government.
- 2.24 Right to Assurance: Whenever the County in good faith has reason to question the other party's intent to perform. The County may demand that the other party give written assurance of his intent to perform. In the event that a demand is made and no assurance is given within five (5) days, the County may treat this failure as an anticipatory repudiation of the contract.

- 2.25 Venue: Both parties agree that venue for any litigation arising from this contract shall lie in Richmond, Fort Bend County, Texas.
- 2.26 Prohibition Against Personal Interest in Contracts: No officer or employee of the County shall have a financial interest, direct or indirect, in any contract with the County, or shall be financially interested, directly or indirectly, in the sale to the County of any land, materials, supplies, or service, except on behalf of the County as an officer or employee. Any willful violation of this section shall constitute malfeasance in office, and any officer or employee guilty thereof shall be subject to disciplinary action under applicable laws, statutes and codes of the State of Texas. Any violation of this section, with the knowledge, expressed or implied of the person or corporation contracting with the County shall render the contract involved voidable by the County Commissioners Court.

**3.0 SCOPE:**

It is the intent of Fort Bend County to contract with one (1) or more vendors to provide toner and ink cartridges as specified herein.

**4.0 PERIOD OF CONTRACT:**

This contract is for the period **1 October 2015 through 30 September 2016**, renewable annually for four (4) years (through 30 September 2020) under the same terms and conditions if mutually agreeable by both parties. This contract may be terminated by either party for any reason by giving thirty (30) days written notice of the intent to terminate.

**5.0 BID DOCUMENT COMPLETION:**

**Fill out, initial each page, SIGN CONTRACT SHEET, and return to the Fort Bend County Purchasing Department ONE (1) complete bid document. An authorized representative of the bidder MUST sign the contract sheet.** The bid must be in a sealed envelope and marked with the appropriate bid number. The contract will be binding only when signed by the County Judge, Fort Bend County and a purchase order authorizing the item(s) desired has been issued. The use of liquid paper is **NOT** acceptable and may result in the disqualification of bid. If an error is made, vendor **MUST** draw a line through error and initial each change. All response, typed or written, information must be clear and legible.

**6.0 REQUIREMENTS:**

- 6.1 All toner and ink cartridges are to be original equipment manufacturer (OEM) products. Vendors may not provide compatible or refilled cartridges.
- 6.2 **Vendor must provide a certificate or letter from manufacturer indicating authorization to be a reseller. Failure to provide documentation will result in disqualification.**

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- 6.3 Cartridges must be packaged in the original manufacturer packaging. (i.e. Part numbers listed on this bid are by a specific manufacturer and must be packaged in that manufacturer's packaging).
- 6.4 Cartridges must not be past manufacturer warranty period as stamped on each package.
- 6.5 Delivery is to be provided at no charge, within five (5) days, inside, to County offices throughout Fort Bend County.
- 6.6 All deliveries must be made and completed between the hours of 9:00 AM and 4:00 PM. Deliveries made after 4:00 PM may not be accepted.
- 6.7 Substitutions are not permitted.
- 6.8 Vendor must bid on all items within a section for bid to be considered.
- 6.9 Fort Bend County expends approximately \$200,000 annually on toner and ink cartridges annually.
- 6.10 No minimum orders, by quantity or dollar amount.
- 6.11 All prices are F.O.B. Fort Bend County.

**7.0 AWARD:**

This contract will be awarded to the overall lowest and best bidder, per section, meeting specifications.

**8.0 SPECIFICATIONS AND PRICING:**

Vendors are to input their pricing on the following pages 15 through 26.

Item	Description	Price per Cartridge
<b>Section 1: Brother</b>		
BRTDR250	Drum, DR250	25.80
DR350	Drum, DR-350, BLK	82.90
DR400	Drum, MFC8300, DR400	128.90
LC61CS	Ink, LC61, Cyan	7.96
LC61MS	Ink.LC61, Magenta	7.96
LC61YS	Ink, LC61, Yellow	7.96
LC65HYBKS	Ink, LC65, High Yield, BK	24.23
TN210BK	Toner, TN210, Black	54.22
TN210C	Toner, TN210C, Cyan	50.60
TN210M	Toner, TN210M, Magenta	50.60
TN210Y	Toner, TN210Y, Yellow	50.60
TN250	Toner, TN250	11.90
TN350	Toner, Laser, TN350BLK	49.95
TN350-2PK	Toner, 2/PK, Black	99.90
TN450	Toner, TN450, High Yield, Black	49.25
TN460	Toner, MFC8300, TN460, High Yield	59.49
OD350D	Drum, OD, DR-350, Black	82.90
<b>TOTAL SECTION 1</b>		845.12
<b>Section 2: Canon</b>		
0615B009	PG-40/CLI-41 Ink/Paper Combo	41.35
0628B009	PGI-5BK, 2 PK, Black	28.10
1509B002	PGI-35, Black	13.19
1511B002	CLI-36, CLR	15.70
1557A002BA	FX3, Fax	14.80
2945B004	PGI-220, 3 PK, Black	34.70
2946B001	CLI-221, Black	10.27
2947B001	CLI-221, Cyan	10.27
2948B001	CLI-221, Magenta	10.27
2949B001	CLI-221, Yellow	10.27
4479A003	Tank, Ink, BCI-3EBK, Black	13.90
4530B007	PGI-225, Twin Pack, Black	26.10
4546B001	CLI-226, Black	12.88
4547B001	CLI-226, Cyan	12.88
4548B001	CLI-226, Magenta	12.88
4549B001	CLI-226, Yellow	12.88
7621A001AA	Toner, FX-7, Black	39.90
499-602	MP600, (PGI-5BK) 2-Pk	19.45

Initials of Bidder: MC

Item	Description	Price per Cartridge
<b>Section 2: Canon (cont'd)</b>		
963-808	MP500, black (CLI-8BK)	14.24
963-848	MP500, cyan (CANCLI-8C)	14.24
963-960	MP500, magenta (CANCLI-8M)	14.24
964-208	MP500, yellow (CANCLI-8Y)	14.24
964-272	MARK II, CLI-8PC cyan	14.24
791-792	MARK II, CLI-8PM magenta	14.24
572-985	MARK II, CLI-8R red ink tank	14.24
647-285	MARK II, CLI-8G green ink tank	14.24
687-156	MG5220/MG5320 CLI-226 grey	12.79
891-103	MG3520, black (PG-240XL)	20.40
804-397	MG3520, color (CL-241XL)	27.10
686-526	MX 882 pigment black PGI-225	14.89
906-352	MG5420, PGI-250XL black	19.15
754-819	MG5420 CLI-251 black/cyan/magenta/yellow	13.30
906-307	MG5420, CLI-251 grey	13.30
851-008	IP90, tricolor (BCI-16) 2 pack	23.05
582-589	IP90, black (BCI-15) 2 pack	13.40
<b>TOTAL SECTION 2</b>		611.09
<b>Section 3: Dell</b>		
5M1VR	Toner, 1250/135X, HY, Yellow	69.99
769T5	Toner, 215X, HY, Cyan	102.27
8WNV5	Toner, 215X, HY, Magenta	102.27
DV16F	Toner, 1250/135X, HY, Black	69.99
FM064	Toner, 2130CN/35CN, HY, Black	92.97
G7D0Y	Toner, G7D0Y, HY, U & R, Black	222.10
H516C	Toner, 3130CN, HY, 9K, Black	144.62
J9833	Toner, 1110/1100, 2k, Black	84.70
K4971	Toner, 3100CN/3000CN, 4K, Black	72.31
M6599	Drum, M6599, 35K	151.44
M797K	Toner, 2223D, Black	114.66
N51XP	Toner, 215X, HY, Black	103.30
N848N	Toner, N848N, HY, Black	141.52
NF556	Toner, 3110/3115CN, Yellow	258.25
NPDXG	Toner, 215X, HY, Yellow	102.27
P623N	Drum, P623N, 50K, Black	92.97
PDVTW	Toner, 1250/135X, HY, Cyan	69.99
PF029	Toner, 3110/3115CN, 8K, Cyan	258.25
PF030	Toner, 3110CN/3115CN, 8K, Black	144.62
PK496	Drum, Imaging, PK496, 30K	41.31

Initials of Bidder: MC

Item	Description	Price per Cartridge
<b>Section 3: Dell (cont'd)</b>		
RF013	Toner, 3110/3115CN, Magenta	258.25
T229N	Drum, T229N, 50K, Magenta	92.97
U163N	Drum, 163N, 50K, Cyan	92.97
X951N	Drum, X951N, 50K, Yellow	92.97
DT615	Toner, 1320, Black	77.47
FM064	Toner, 2130, Black	92.97
FM065	Toner, 2130, Cyan	118.79
FM066	Toner, 2130, Yellow	118.79
FM067	Toner, 2130, Magenta	118.79
GD898	Toner, 5110, Black	134.29
GD900	Toner, 5110, Cyan	289.25
JD750	Toner, 5110, Yellow	289.25
KD557	Toner, 5110, Magenta	289.25
KU051	Toner, 1320, Cyan	99.17
NF556	Toner, 3115, Yellow	258.25
PN124	Toner, 1320, Yellow	99.17
WM138	Toner, 1320, Magenta	99.17
331-0778	1355CNW, 2,000 page, black	72.31
331-0780	1355CNW, 1,400 page, magenta	72.31
331-0777	1355CNW, 1,400 page, cyan	72.31
331-0779	1355CNW, 1,400 page, yellow	72.31
332-0376	B3465dn - 20,000 page black toner	303.10
310-5417	1600N toner, 5000 page	113.63
310-5371	922, high yield, color, M4646, series 5	46.48
310-8386	922, high yield, black, M4646, series 5	22.72
310-7945	1815DN, high capacity (PF658) 5000	108.46
330-9523	1130, 2500 page, black	92.97
310-7159	phot 964, balck, high capacity	35.12
310-7161	photo 964, black	27.89
310-7162	photo 964, color	32.02
310-7236	5310N 10,000 page toner	178.61
310-7238	5310N 30,000 page	371.89
331-0720	2150/2155 imaging drum	144.99
330-0969	V305, standard capacity black (series 9)	16.99
330-0970	V305, stand. cap. color (series 9) MK991	22.99
330-0972	V305, high yield color (series 9)	29.95
330-2209	2335DN, 6000 page, black	113.63
593-BBBJ	mono, black	190.07
330-2208	2335DN, 3000 page, black	90.90
330-9524	1130, black	62.99


Initials of Bidder: MC

Item	Description	Price per Cartridge
<b>Section 3: Dell (cont'd)</b>		
332-0373	B3465DNF, 20,000 page, black	309.91
330-1199	3130CN, 9000 page, cyan	268.59
330-1200	3130CN, 9000 page, magenta	268.59
330-1204	3130CN, 9000 page, yellow	268.59
330-8988	3335DN drum, 30,000 page, black	49.99
330-5207	3330N 14,000 page	222.10
330-2646	3330N imaging drum-B	41.31
330-1394	2135CN, imaging drum cartridge	109.99
2W5130	5130 waste container-2 pack	132.97
330-5843	5130 magenta, 12000 page	253.09
330-5846	5130cdn black, 18,000 page	141.52
330-5847	5130 imaging drum cyan	92.97
330-5849	5130 imaging drum black	92.97
330-5850	5130 cyan, 12000 page	253.09
330-5851	5130cdn black 9,000 page	110.53
330-5852	5130 yellow, 12000 page	253.09
330-5853	5130 imaging drum yellow	92.97
330-5855	5130 imaging drum magenta	92.97
331-9805	B2360dn black	175.61
332-0407	C1765 black	72.31
331-8421	C3760DN black	74.99
332-0401	C1660W, magenta	57.84
332-0400	C1660W, cyan	57.84
332-0402	C1660W, yellow	57.84
332-0399	C1660W, black	51.65
330-8985	3335DN toner, 14000 page, black	222.10
330-5208	3335DN imaging drum	41.31
330-3578	1235CN toner, 1000 page, black	66.11
330-3579	1235CN toner, 1000 page, yellow	58.88
330-3580	1235CN toner, 1000 page, magenta	58.88
330-3581	1235CN toner, 1000 page, cyan	58.88
330-3582	1235CN waste container	19.62
330-3583	1235CN drum, 20,000 page, black	113.63
330-6968	5230n/5230dn/5350dn 21,000 page, black	309.91
330-2045	5330cn 20,000 page, black	212.81
310-9682	948 black	29.95
330-2650	2330 black	123.96
C7D6F	black, high yield, 10,000 page	190.07
<b>TOTAL SECTION 3</b>		12,462.53

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12,462.53

Initials of Bidder: MC

Item	Description	Price per Cartridge
<b>Section 4: Epson</b>		
T033120	Ink, 960, Black	15.46
T069120-D2	Ink, Dual Pack, Black	33.45
T069120-S	Ink, 69, Black	16.99
T069220-S	Ink, 69, Cyan	13.76
T069320-S	Ink, 69, Magenta	13.76
T069420-S	Ink, 69, Yellow	13.76
T078120	Ink, Black	16.99
T078120-S	Ink, 78, Black	16.99
T078220-S	Ink, 78, Cyan	13.79
T078320-S	Ink, 78, Magenta	13.79
T078420-S	Ink, 78, Yellow	13.79
T078520-S	Ink, 78, Lt Cyan	13.79
T078620-S	Ink, 78, Lt Magenta	13.79
T098120-S	Ink, T098, High Capacity, Black	18.99
T098920-S	Ink, High Capacity, 5PK, Multicolor	79.49
<b>TOTAL SECTION 4</b>		308.59
<b>Section 5: Hewlett Packard</b>		
51645A#140	Ink, Black	31.14
92298A	Toner, CRG, LJ, 98A	18.90
B3B30FN#140	Ink, 920, Photo PK, CYN/MGNTA/YLW	23.70
B3B30FN#140	Ink, 920, 3PK, TRICOLOR	23.70
B3B32FN#140	Ink, 933, Photo PK, CYN/MGNTA/YLW	26.23
B3B33FN#140	Ink, 564, 3/PK, Combo	25.90
B3B33FN#140	Ink, 564, Photo PK, CYN/MGNTA/YLW	25.90
C1823D	Ink, CLR	6.95
C2P51FN#140	Ink, 564, Twin PK, HP, BLK	21.78
C3903A	Toner, CRG, F/5P, 5MP, 03A	14.80
C3906A	No longer available	0.00
C4092A	Toner, 1100SE/1100ASE, 92A	14.80
C4096A	Toner, LJ 2100 SERIES, 96A	38.40
C4127X	Toner, Ultra Precise, 27X	72.00
C4129X	Toner, LJ5000	69.10
C4810A	Printhead, #11, Black	24.45
C4811A	Printhead, #11, Cyan	24.45
C4812A	Printhead, #11, Magenta	24.45
C4813A	Cartridge, #11, Cyan	24.45
C4836A	Printhead, #11, Cyan	31.28
C4837A	Cartridge, #11, Magenta	31.28
C4838A	Cartridge, #11, Yellow	31.28

Initials of Bidder: 

Item	Description	Price per Cartridge
<b>Section 5: Hewlett Packard (cont'd)</b>		
C4844A	Cartridge, Ink, BLK	36.85
C4900A	Ink, HP 940, 2/PK, BLK AND YLW	42.79
C4901A	Ink, HP 940, Dual, MGNTA/CYAN	42.79
C4902AN#140	Ink, HP 940, Black	16.50
C4903AN#140	Ink HP 940, Cyan	13.80
C4904AN#140	Ink, HP 940, Magenta	13.80
C4905AN#140	Ink, HP 940, Yellow	13.80
C4906AN#140	Ink, HP 940XL, Black	26.28
C4907AN#140	Ink, HP 940XL, Cyan	16.95
C4908AN#140	Ink, HP 940XL, Magenta	16.95
C4909AN#140	Ink, HP 940XL, Yellow	16.95
C6578DN#140	Cartridge, Inkjet, HP #78, Tri-Color	31.96
C6614D	Cartridge, Ink, #20, 610C	19.89
C6615DN#140	Cartridge, Ink, #15, 810C/812C	9.90
C6650FN	Ink, HP 45A, Twin Pack, Black	32.81
C6656AN#140	Cartridge, Ink, HP #56, Black	17.44
C6657AN#140	Cartridge, Ink, HP#57, Tri-Color	26.94
C7115A	Cartridge, Print, C7115A	21.25
C8061X	Cartridge, Print SMRT	78.49
C8543X	Cartaridge, Print, LSRJT	259.90
C8550A	Caratridge, Black	99.90
C8551A	Cartridge, HP, Cyan	155.00
C8552A	Cartridge, HP, Yellow	155.00
C8553A	Cartridge, HP, Magenta	155.00
C8721WN#140	Cartridge, HP02, Black	15.88
C8765WN#140	Ink Cartridge, Black, 94	18.25
C8766WN#140	Ink Cartridge, Tri-Color, 95	24.90
C8767WN#140	Ink Cartridge, 96, Black	29.65
C8771WN#140	Cartridge, HP02, Cyan	5.05
C8772WN#140	Cartridge, HP02, Magenta	5.05
C8773WN#140	Cartridge, HP02, Yellow	5.05
C8789FN#140	Ink, HP 15/78, Combo, Black/Color	39.32
C9348FN#140	Ink, HP 96, Twin Pack, Black	57.50
C9349FN#140	Ink, HP 97, Twin Pack, Tri-Color	44.49
C9350FN#140	Ink, HP 94, Twin Pack, 2PK, Black	22.40
C9352AN#140	Cartridge, Inkjet, HP22, Tri-Color	9.99
C9353FN#140	Ink, HP 96/97, Combo, Black/Color	63.65
C9354FN#140	Ink, HP 94/95, Combo, 2PK, BLK/CLR	34.87
C9363WN#140	Ink Cartridge, Tri-Color, 97	34.25
C9364WN#140	Cartridge, Inkjet, Black	15.56
C9369WN#140	Ink, Cartridge, Foto	7.99
C9385AN#140	Cartridge, Ink, HP88, Black	17.77
C9388AN#140	Cartridge, Ink, HP 88, Yellow	12.77
C9391AN#140	Cartridge, Inkject, HP 88 XL, Cyan	17.55

Initials of Bidder: MC

Item	Description	Price per Cartridge
<b>Section 5: Hewlett Packard (cont'd)</b>		
C9392AN#140	Cartridge, Ink, HP88 XL, Magenta	17.55
C9393AN#140	Cartridge, Inkjet, HP88 XL, Yellow	17.55
C9396AN#140	Cartridge, Inkjet, HP 88 XL, Black	30.84
C9513FN#140	Ink, HP 92/93, Combo, Black/Color	16.80
C9514FN#140	Ink, HP 98, Twin Pack, Black	19.88
C9701A	Cartridge, Lasejer, 2500, Cyan	7.90
C9703A	Cartridge, Laserjet, 2500, Magenta	7.90
C9720A	Cartridge, Laserjet 4600, Black	150.99
C9721A	Cartridge, Laserjet 4600, Cyan	169.50
C9722A	Cartridge, Laserjet 4600, Yellow	169.50
C9723A	Cartaridge, Laserjet 4600, Magenta	169.50
C9730A	Cartridge, Laserject, Black	216.95
C9731A	Cartridge, Laserjet, Cyan	299.90
C9732A	Cartridge, Laserjet, Yellow	299.90
C9733A	Cartridge, Laserjet, Magenta	299.90
CB304AN#140	Cartridge, Ink, Tri-Color	7.88
CB316WN#140	Ink, HP 564, Black	5.75
CB317WN#140	Ink, Photo, HP 564, Black	9.94
CB318WN#140	Ink, HP 564, Cyan	5.10
CB319WN#140	Ink, HP 564, Magenta	5.10
CB320WN#140	Ink, HP 564, Yellow	5.10
CB322WN#140	Ink, Photo, HP 564XL, Black	17.04
CB323WN#140	Ink, HP 564XL, Cyan	17.04
CB324WN#140	Ink, HP 564XL, Magenta	17.04
CB325WN	Ink, HP 564XL, Yellow	17.04
CB334AN#140	Ink, #54, High Yield, Black	8.95
CB335WN#140	Ink, HP 74, Black	13.40
CB336WN#140	Ink, HP 74XL, High Yield, Black	34.20
CB337WN#140	Ink, HP 75, Tri-Color	14.80
CB338WN#140	Ink, HP 75XL, High Yield, Color	36.00
CB435A	Toner, Black	39.44
CB436A	Toner, Black	58.28
CB436D	Toner, Dual Pack, Black	115.88
CC364A	Toner, Black	145.13
CC364X	Toner, Black	223.81
CC530A	Toner, LJ, Black	79.75
CC530AD	Toner, CLJ, 2PK, Black	139.95
CC531A	Toner, LJ, Cyan	82.68
CC532A	Toner, LJ, Yellow	82.68
CC533A	Toner, LJ, Magenta	82.68
CC635A	Ink, HP 701, Black	14.90
CC640WN#140	Ink, Black	13.95
CC641WN#140	Ink, Black	23.70
CC643WN#140	Ink, Tri-Color	17.53

Item	Description	Price per Cartridge
<b>Section 5: Hewlett Packard (cont'd)</b>		
CC644WN#140	Ink, Tri-Color	24.14
CC653AN#140	Ink, Black	13.44
CC654AN#140	Ink, Black	15.06
CC656AN#140	Ink, Tri-Color	3.00
CD886FN#140	Ink, 2/PK, Color	17.79
CD942FN#140	Ink, 3PK, Black/Color	25.10
CD943FN#140	Ink, HP 94/94/95, 3PK, Black/Color	36.30
CD947FN#140	Ink, HP 60, Combo, Black/Color	9.90
CD971AN#140	Ink, HP 920, Black	13.75
CD972AN#140	Ink, HP 920XL, Cyan	13.71
CD973AN#140	Ink, HP 920XL, Magenta	13.71
CD974AN#140	Ink, HP 920XL, Yellow	13.71
CD975AN#140	Ink, HP 920XL, Black	25.98
CE250X	Toner, Black	88.78
CE255A	Toner, LJ, Black	119.24
CE260A	Toner, Black	131.00
CE261A	Toner, Cyan	225.40
CE262A	Toner, Yellow	225.40
CE263A	Toner, Magenta	225.40
CE270A	Toner, LJ, Black	209.00
CE271A	Toner, LJ, Cyan	309.98
CE272A	Toner, LJ, Yellow	309.98
CE273A	Toner, LJ, Magenta	309.98
CE278A	Toner, LJ, Black	59.60
CE278D	Toner, HP 78A, Dual Pack, Black	116.32
CE285A	Toner, LJ, Black	57.20
CE390A	Toner, HP 90A, Black	142.23
CE390X	Toner, Laserjet, HP90X, Black	237.61
CE390XD	Toner, HP 90X, Dual Pack, LJ, Black	379.90
CE400A	Toner, HP 507A Black LJ	132.65
CE401A	Toner, HP 507A Cyan	177.79
CE402A	Toner, HP 507A Yellow	177.79
CE403A	Toner, HP 507A Magenta	177.79
CE410A	Toner, HP 305A, Laserjet, Black	69.68
CE410X	Toner, HP 305X, Laserjet, Black	74.23
CE411A	Toner, HP 305A, Laserjet, Cyan	98.62
CE412A	Toner, HP 305A, Laserjet, Yellow	98.62
CE413A	Toner, HP 305A, Laserjet, Magenta	98.62
CE505A	Toner, Black	88.70
CE505D	Toner, Laser, 2PK, Black	155.10
CE505X	Toner, High Yield, Black	120.89
CF280A	Toner, HP 80A, Black	94.47
CG845AN#140	HP 60 Series Photo Value Pack	9.44
CH563WN#140	Ink, HP 61XL, Black	27.70

Item	Description	Price per Cartridge
<b>Section 5: Hewlett Packard (cont'd)</b>		
CH564WN#140	Ink, HP 61XL, Tri-Color	28.90
CH634AN#140	Ink, HP 920, Cyan	5.20
CH635AN#140	Ink, HP 920, Magenta	5.20
CH636AN#140	Ink, HP 920, Yellow	5.20
CN045AN#140	Ink, HP,950, XL, Black	32.03
CN046AN#140	Ink, HP,951, XL, Cyan	23.99
CN047AN#140	Ink, HP,951, XL, Magenta	23.99
CN048AN#140	Ink, HP,951, XL, Yellow	23.99
CN049AN#140	Ink, HP,950, Black	20.80
CN050AN#140	Ink, HP,951S, Cyan	14.50
CN051AN#140	Ink, HP,951, Magenta	14.50
CN052AN#140	Ink, HP,951, Yellow	14.50
CN053AN#140	Ink, HP 932XL, Officejet, Black	27.70
CN054AN#140	Ink, Officejet,HP 933XL, Cyan	13.59
CN055AN#140	Ink, Officejet,HP 933XL, Magenta	13.59
CN056AN#140	Ink, HP 933XL, Officejet, Yellow	13.59
CN057AN#140	Ink, HP 932, Officejet, Black	9.40
CN058AN#140	Ink, Officejet, HP 933, Cyan	8.83
CN059AN#140	Ink, HP 933, Officejet, Magenta	8.83
CN060AN#140	Ink, HP 933, Officejet, Yellow	8.83
CN065FN#140	Ink, HP 940, 3PK, Tri-Color	29.80
CN069FN#140	Ink, HP 901, 2/PK, Combo	26.10
CN684WN#140	Ink, HP 564XL, Black	15.45
CR314FN#140	Ink, HP,951,Combo, all colors	48.24
CZ071FN#140	Ink, HP 60, Twin Cartridge, Black	18.90
HEWC3909A	No longer available	0.00
HEWC3909A	No longer available	0.00
HEWC4911A	Cartridge, Ink, HP #82, Cyan	22.18
HEWC4913A	Ink ,#82 Yellow	22.18
HEWC4933A	Dye, NO.81, DNJT5000, YW	144.88
HEWC4951A	Printhead, #81 Cyan Dye	121.09
HEWC6602A	Cartridge, Inkjet, Black	8.95
HEWC8091A	Caratrdige, LJ9000, Staple	19.90
HEWC8554A	Kit, LJ9500 Image Cleaning	35.00
HEWC8555A	Kit, LJ9500 Image Transfer	249.45
HEWC8556A	Kit, LJ9500 Image Fuser	155.50
HEWC8560A	Drum, LJ 9500, Black	192.43
HEWC8561A	Drum, LJ 9500, Cyan	220.00
HEWC8562A	Drum, LJ 9500, Yellow	220.00
HEWC8563A	Drum, LJ 9500, Magenta	220.00
HEWC9370A	DNJ, HP 72, 130ML, PB	49.57
HEWC9371A	DNJ, HP 72, 130ML, CY	49.57
HEWC9372A	DNJ, HP 72, 130ML, MA	49.57
HEWC9373A	DNJ, HP 72, 130ML, YW	49.57

Item	Description	Price per Cartridge
<b>Section 5: Hewlett Packard (cont'd)</b>		
HEWC9374A	DNJ, HP 72, 130ML, GY	49.57
HEWC9381A	Printhead, HP 88, Black/Yellow	40.20
HEWC9382A	Printhead, HP 88, Magenta/Cyan	40.20
HEWC9403A	DNJ, HP 72, 130ML, MTT B	49.57
HEWC9725A	Kit, Fuser for HPLJ4600, 110VOLT	119.00
HEWCE265A	Toner, Collection	16.66
HEWQ2682A	Cartridge, CLJ3700, Yellow	50.30
HEWQ2683A	Cartridge, CLJ3700, Magenta	50.30
HEWQ3964A	Drum, Imaging, LJ2550	29.30
HP Q3675A	Transfer Kit, Replace HP 4600	139.80
Q1338A	Cartridge, HP Laserjet 4200	141.31
Q1339A	Cartridge, HP Laserjet 4300	162.15
Q2610A	Toner, 10A, Smart Print	66.49
Q2612A	Cartridge, Laser	53.25
Q2670A	Toner, F/CLJ3500, Black	54.11
Q5942A	Cartridge, LJ, 4250/4350	113.09
Q5942X	Cartridge, Laser	182.30
Q5945A	Toner, LJ, Black	178.85
Q5949A	Toner, Black	57.30
Q6000A	Toner, Color Laserjet, 00A, Black	59.00
Q6001A	Toner, Color Laserjet, 01A, Cyan	35.00
Q6002A	Toner, Color Laserjet, 02A, Yellow	35.00
Q6003A	Toner, Color Laserjet, PRN, Magenta	35.00
Q6470A	Toner, LJ, 2/PK, Black	89.00
Q6511A	Toner, Black	77.90
Q7516A	Cartridge, Laserjet, Black	149.79
Q7551A	Toner, Laserjet, Black	114.18
Q7551X	Toner, Laserjet, Black	149.85
Q7551XD	Toner, 2PK, Black	266.40
Q7553A	Cartridge, LJ, Black	65.89
Q7581A	Cartridge, Laserjet, Cyan	88.00
Q7582A	Cartridge, Toner, Yellow	88.00
HP 88XL (C9393AN)	Ink, Yellow	17.55
HP 305A / CE411A	IPW Preservice 545-11A-ODP	98.62
HP C9720A	Toner, Laser, 4600, Black	150.99
HP C9721A	Toner, Laser, 4600, Cyan	169.50
HP C9722A	Toner, Laser, 4600, Yellow	169.50
HP C9723A	Toner, Laser, Magenta, 4600	169.50
HP C9730A	Toner, Color, LJ, 5500/5550, Black	216.95
HP C9731A	Toner, LJ 5500/5500, Cyan	299.90
HP C9732A	Toner, Color, LJ, 5500/5550, Yellow	299.90
HP C9733A	Toner, 5500/5550, Color LJ, Magenta	299.90
HP CE261A	Toner, CP4025/4525, Cyan	225.40
HP CE262A	Toner, CP4025/4525, Yellow	225.40

Initials of Bidder: YMC

Item	Description	Price per Cartridge
<b>Section 5: Hewlett Packard (cont'd)</b>		
HP CE263A	Toner, CP4025/4525, Magenta	225.40
HP CE505A	Toner, LJ P2035/P2055, Black	88.70
HP CE505X	Toner, MICR, LJ P2055 Series, BK	120.89
HP Q1339A	Cartridge, Toner, HP LJ4300	162.15
HP Q7551A	Toner, LJ 3005/M3035/3027, BK	114.18
HP Q5950A	4700N Black	163.37
HP Q5953A	4700N Magenta	197.88
HP Q5951A	4700N Cyan	197.88
HP Q5952A	4700N Yellow	197.88
HP 901 BLK	OFFICE JET 4500 HP901 - Black	13.44
HP 901 COLOR	OFFICE JET 4500 HP901 - Color	3.00
<b>TOTAL SECTION 5</b>		19,571.95
<b>Section 6: Konica</b>		
KNM1710517002	TONER, MAGICOLOR 2300, STD YELLOW	77.81
KNM1710517003	TONER, MAGICOLOR 2300, STD MAGENTA	77.81
KNM1710517003	CARTRIDGE, CLJ3700, CYAN	77.81
KNM1710517005	TONER, MAGICOLOR 2300 BLACK	94.19
1710517-006	MAGICOLOR 2300 YELLOW	144.35
1710517-007	MAGICOLOR 2300 MAGENTA	144.35
1710517-008	MAGICOLOR 2300 CYAN	144.35
1710520-001	MAGICOLOR 2300 OPC DRUM CARTRIDGE	165.87
1710522-001	MAGICOLOR 2300 WASTE TONER BOTTLE	26.99
1710584-001	BLACK	30.36
1710587-005	YELLOW	144.36
1710587-006	MAGENTA	144.36
1710587-007	CYAN	144.36
1710591-001	OPC DRUM	163.97
1710606-001	MAGICOLOR, MULTI-PACK	772.20
1710692-005	BLACK	81.54
1710692-006	YELLOW	193.86
1710692-007	MAGENTA	193.86
1710692-008	CYAN	193.86
<b>TOTAL SECTION 6</b>		3,016.28

OK  
26

Initials of Bidder: YMC

Item	Description	Price per Cartridge
<b>Section 7: Lexmark</b>		
64015HA	Toner, High Yield	261.49
12A7462	Toner, T630, Black	194.90
<b>TOTAL SECTION 7</b>		456.39
<b>Section 8: Panasonic</b>		
KX-FA83A	TONER, FAX, KX-FA83A	9.10
<b>TOTAL SECTION 8</b>		9.10
<b>Section 9: Ricoh</b>		
RIC405533	Toner, Cyan	35.13
RIC405534	Toner, Magenta	35.13
RIC405536	Toner, High Yield, Black	56.20
RIC405538	Toner, Magenta	61.49
RIC405539	Toner, Yellow	61.49
<b>TOTAL SECTION 9</b>		249.44
<b>Section 10: Sharp</b>		
AL110TD	TONER, AL110TD	118.22
<b>TOTAL SECTION 10</b>		118.22

**9.0 REQUIRED FORMS:**

All vendors submitting are required to complete the attached and return with submission:

- 9.1 Vendor Form
- 9.2 W9 Form
- 9.3 Tax Form/Debt/Residence Certification

Initials of Bidder: MC



200 CROSSING BOULEVARD, BRIDGEWATER, NJ 08807-0911 TEL 908-704-1700 FAX 908-704-8235  
BROTHER INTERNATIONAL CORPORATION

August 7, 2015

ELP Enterprises, Inc dba MC Business Products

9346 Rosstown Way

Houston, TX 77080

Attn: Martha Ceballos

Ref: Letter of Authorization

Dear Ms. Ceballos,

This letter shall confirm ELP Enterprises, Inc dba MC Business Products located on 9346 Rosstown Way Houston, TX 77080 is currently authorized to resell Brother Products within the United States of America.

Any additional information needed please contact Stephanie DeSanto at (908) 655-9989.

Sincerely,

Joe Ashcraft

Vice President of Sales

Brother International Corporation

200 Crossing Boulevard

Bridgewater, NJ 08807-0911

**Canon USA Inc.**  
3200 Regent Blvd. Irving, TX 75063

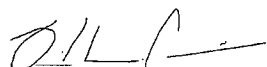
Aug. 12, 2015

Please be advised that:  
ELP Enterprises, Inc.  
9346 Rosstown Way  
Houston, TX 77080

Is a current authorized Canon Premier Partner for Canon imageCLASS products. They are authorized to purchase current Canon open market products sold through Canon USA Inc.'s authorized distributor channel partners.

Current Canon open market products sold through authorized distributors include: Canon brand calculators, Pixma brand inkjet SFP/MFP, imageCLASS MFP/SFP, Copiers and Facsimile, and corresponding Canon consumables. Sales of Canon products are sold under the terms and conditions of Canon USA Inc. authorized distributors.

David Carcano



Account Executive BISG/SOHO Reseller Sales  
Canon USA, Inc.  
dcarcano@cusa.canon.com



Dell Marketing, L.P.  
One Dell Way, RR1-33 Legal  
Round Rock, Texas 78682

August 11, 2015

To Whom It May Concern:

This letter is to confirm that ELP Enterprises, Inc. dba MC Business Products, located at 9346 Rosstown Way, Houston, TX 77080, is an authorized reseller for Dell-branded equipment and services.

If you need any additional information, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Cynthia Radel", written over a circular scribble.

Cynthia (Cyndi) Radel  
Public Contracts Manager  
Dell | Legal  
Office: 231-747-9294  
Email: [Cyndi\\_Radel@Dell.com](mailto:Cyndi_Radel@Dell.com)



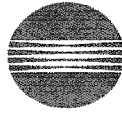
**Hewlett-Packard Company  
Certificate of Authorization**

**This is to certify that as of August 26th, 2014**

**ELP Enterprises Inc dba  
MC Business Products**

**is an authorized Hewlett-Packard Partner**

**AMSSO PT&O- Partner Contracts & Profiling**



**KONICA MINOLTA**

August 13, 2015

To Whom it May Concern

This letter certifies that ELP Enterprises, located at 9346 Rosstown Way, Houston, TX 77080 is authorized to sell Konica Minolta original Magicolor and PagePro Consumables.

Regards

Heather Cahill

Manager, Sales Operations

**The essentials of imaging**



August 7, 2015

Partner Name: ELP Enterprises, Inc.  
Address: 9346 Rosstown Way, Houston, TX 77080  
Phone: 832-969-9947

**Lexmark International, Inc.  
Authorized Reseller**

Lexmark International, Inc. is a global technology leader headquartered in Lexington, KY. We provide printing and imaging products, content management software, solutions, and services that help organizations fuel greater operational efficiency.

This letter confirms that the company named above is an authorized, non-exclusive reseller of Lexmark printers, multifunction devices, workflow solutions, and supplies.

Sincerely,

Jeff Roberts

Manager, North America Partner Enablement  
Lexmark International, Inc.

# Panasonic

**System Communications Company of North America**  
Division of Panasonic Corporation of North America

August 11, 2015

Bid Number: BID #16-017  
Fort Bend County Purchasing Department Travis Annex  
301 Jackson, Suite 201  
Richmond, TX 77469  
Cheryl Krejci, CPPB  
Senior Buyer  
[Cheryl.krejci@fortbendcountytexas.gov](mailto:Cheryl.krejci@fortbendcountytexas.gov)

Ref: Notation Letter of Authorization – Panasonic Scanners, Medical Imaging and Associated Peripheral Products

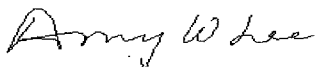
Regarding:  
Martha Ceballos  
ELP Enterprises, Inc. dba MC Business Products  
9346 Rosstown Way, Houston, TX 77080  
832-969-9947 FAX 713-463-5682  
[martha@elpenterprisesinc.com](mailto:martha@elpenterprisesinc.com)  
[www.elpenterprisesinc.com](http://www.elpenterprisesinc.com)  
[www.mcbusinessproducts.com](http://www.mcbusinessproducts.com)

To Whom It May Concern,

Panasonic System Communications Company of North America (PSCNA) notates that ELP Enterprises, Inc. dba MC Business Products is an authorized reseller of Panasonic Scanners, Medical Imaging and Associated Peripheral Products related to this solicitation.

Should you have any questions, please contact me directly at [amy.lee@us.panasonic.com](mailto:amy.lee@us.panasonic.com).

Sincerely,



---

Amy W. Lee  
Contracts Management Public Sector  
Panasonic System Communications Company of North America  
201-325-1181  
[amy.lee@us.panasonic.com](mailto:amy.lee@us.panasonic.com)

# **RICOH**

**RICOH AMERICAS CORPORATION**

Five Dedrick Place  
West Caldwell, NJ 07006  
Phone: 973-882-2000  
Fax: 973-882-5840

August 7, 2015

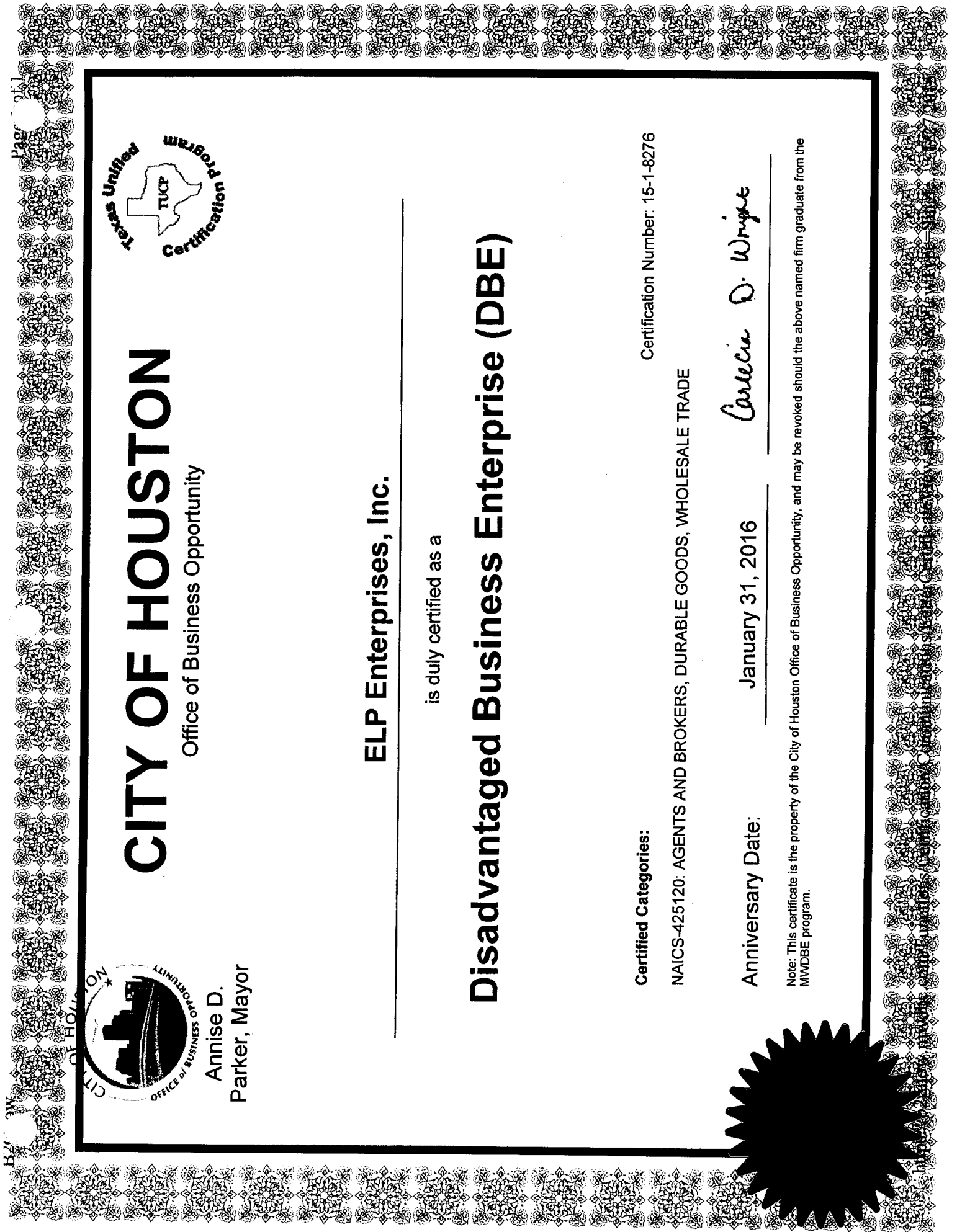
To whom it may concern:

ELP Enterprises Inc. (dba MC Business Products) is a Ricoh Authorized IT Reseller. They are authorized to fulfill all purchase order requests of Ricoh product to include color and b/w laser printers, low-to-mid range multi-function printers, projectors and all related accessories, warranties and consumables. This authorization does not include our line of copiers and some of our high-end copier-based MFP's.

Please feel free to contact me with any questions.

Respectfully,

Michael B. Barbee  
Sr. Channel Account Manager  
Ricoh America's Corporation  
Office: 813-672-4615  
Michael.Barbee@ricoh-usa.com  
[www.ricoh-usa.com/resellers](http://www.ricoh-usa.com/resellers)



**Annise D. Parker, Mayor**

# CITY OF HOUSTON

Office of Business Opportunity



**ELP Enterprises, Inc.**

is duly certified as a

## Disadvantaged Business Enterprise (DBE)

**Certified Categories:**

NAICS-425120: AGENTS AND BROKERS, DURABLE GOODS, WHOLESALE TRADE

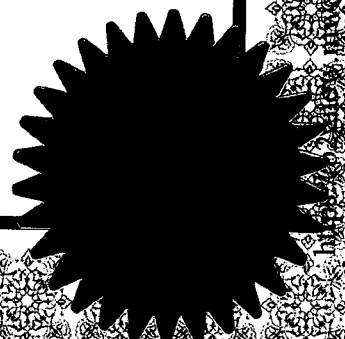
Certification Number: 15-1-8276

**Anniversary Date:**

January 31, 2016

*Carlecia D. Wright*

Note: This certificate is the property of the City of Houston Office of Business Opportunity, and may be revoked should the above named firm graduate from the MWDBE program.



**Metropolitan Transit Authority of Harris County, Texas**  
**Office of Small Business hereby duly affirms that:**

**ELP Enterprises, Inc.**

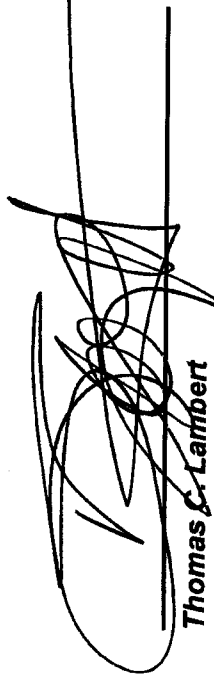
has successfully met the established requirements of METRO's  
Small Business Enterprise Program to be certified as a

**Small Business Enterprise (SBE)**

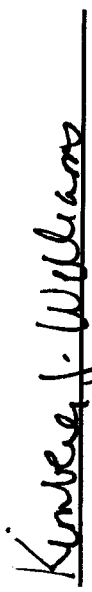
**Certified NAICS Codes:**

- NAICS-334112: STORAGE DEVICES, COMPUTER, MANUFACTURING
- NAICS-423430: COMPUTER PRINTERS MERCHANT WHOLESALERS
- NAICS-424120: OFFICE SUPPLIES (EXCEPT FURNITURE, MACHINES) MERCHANT WHOLESALERS
- NAICS-424120: TONER CARTRIDGES MERCHANT WHOLESALERS
- NAICS-425120: AGENTS AND BROKERS, DURABLE GOODS, WHOLESALE TRADE



  
**Thomas C. Larrbert**  
**President & Chief Executive Officer**

Certification Number: 7206051360  
Effective Date: June 10, 2014  
Expiration Date: June 10, 2017

  
**Kimberly J. Williams J.D.**  
**Vice President, Office of Small Business**

Note: This certificate is the property of the Metropolitan Transit Authority of Harris County's Office of Small Business and may be revoked should the above named firm graduate from or fails to comply with METRO's Small Business Enterprise Program. Recertification is required every three years.



**GLENN HEGAR TEXAS COMPTROLLER OF PUBLIC ACCOUNTS**

The Texas Comptroller of Public Accounts (CPA) administers the Statewide Historically Underutilized Business (HUB) Program for the State of Texas, which includes certifying minority- and woman-owned businesses as HUBs and is designed to facilitate the participation of minority- and woman-owned businesses in state agency procurement opportunities. The CPA has established Memorandums of Agreement with other organizations that certify minority- and women-owned businesses that meet certification standards as defined by the CPA. The agreements allow for Texas-based minority- and women-owned businesses that are certified with one of our certification partners to become HUB certified through one convenient application process.

In accordance with the Memorandum of Agreement the CPA has established with the Houston Minority Supplier Development Council (HMSDC), we are pleased to inform you that your company is now certified as a HUB. Your company's profile is listed in the State of Texas HUB Directory and may be viewed online at <http://www.window.state.tx.us/procurement/cmb/hubonly.html>. Provided that your company continues to remain certified with the HMSDC, and they determine that your company continues to meet HUB eligibility requirements, the attached HUB certificate is valid for the time period specified.

You must notify the HMSDC in writing of any changes affecting your company's compliance with the HUB eligibility requirements, including changes in ownership, day-to-day management, control and/or principal place of business. Note: Any changes made to your company's information may require the HMSDC and/or the HUB Program to re-evaluate your company's eligibility. Failure to remain certified with the HMSDC, and/or failure to notify them of any changes affecting your company's compliance with HUB eligibility requirements, may result in the revocation of your company's certification.

Please reference the enclosed pamphlet for additional resources, such as the state's Centralized Master Bidders List (CMBL), that can increase your chance of doing business with the state.

Thank you for your participation in the HUB Program! If you have any questions, you may contact a HUB Program representative at 512-463-5872 or toll-free In Texas at 1-888-863-5881.

**Texas Historically Underutilized Business (HUB) Certificate**



Certificate/VID Number:	<b>1760619440900</b>
File/Vendor Number:	<b>81809</b>
Approval Date:	<b>21-OCT-2014</b>
Scheduled Expiration Date:	<b>31-OCT-2015</b>

In accordance with the Memorandum of Agreement between the Houston Minority Supplier Development Council (HMSDC) and the Texas Comptroller of Public Accounts (CPA), the CPA hereby certifies that

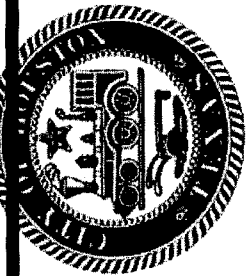
**ELP ENTERPRISES, INC.**

has successfully met the established requirements of the State of Texas Historically Underutilized Business (HUB) Program to be recognized as a HUB. This certificate, printed 13-APR-2015, supersedes any registration and certificate previously issued by the HUB Program. If there are any changes regarding the information (i.e., business structure, ownership, day-to-day management, operational control, addresses, phone and fax numbers or authorized signatures) provided in the submission of the business' application for registration/certification into the HMSDC's program, you must immediately (within 30 days of such changes) notify the HMSDC's program in writing. The CPA reserves the right to conduct a compliance review at any time to confirm HUB eligibility. HUB certification may be suspended or revoked upon findings of ineligibility. If your firm ceases to remain certified in the HMSDC's program, you must apply and become certified through the State of Texas HUB program to maintain your HUB certification.

*Paul A. Gibson*

*Paul Gibson, Statewide HUB Program Manager  
Texas Procurement and Support Services*

Note: In order for State agencies and institutions of higher education (universities) to be credited for utilizing this business as a HUB, they must award payment under the Certificate/VID Number identified above. Agencies and universities are encouraged to validate HUB certification prior to issuing a notice of award by accessing the Internet (<http://www.window.state.tx.us/procurement/cmb/cmbhub.html>) or by contacting the HUB Program at 1-888-863-5881 or 512-463-5872.



Annise D.  
Parker, Mayor

# CITY OF HOUSTON

Office of Business Opportunity



**ELP Enterprises, Inc.**

is duly certified as a

## Women Business Enterprise (WBE)

**Certified Categories:**

NAICS-425120: AGENTS AND BROKERS, DURABLE GOODS, WHOLESALE TRADE

Certification Number: 15-1-8276

January 31, 2016

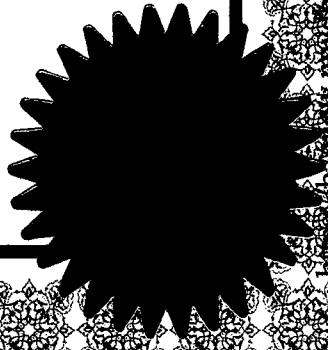
Anniversary Date

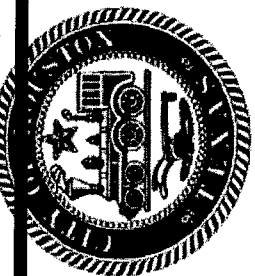
January 31, 2018

Expiration Date

*Carolee D. Wright*

Note: This certificate is the property of the City of Houston Office of Business Opportunity, and may be revoked should the above named firm graduate from the MWDBE program.





Annise D.  
Parker, Mayor

# CITY OF HOUSTON

Office of Business Opportunity



**ELP Enterprises, Inc.**

is duly certified as a

## Minority Business Enterprise (MBE)

**Certified Categories:**

NAICS-425120: AGENTS AND BROKERS, DURABLE GOODS, WHOLESALE TRADE

Certification Number: 15-1-8276

Anniversary Date  
January 31, 2016

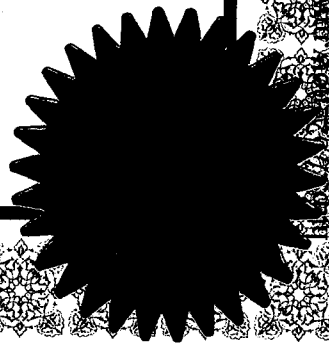
Expiration Date  
January 31, 2018

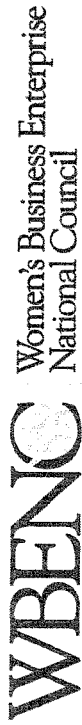
Anniversary Date

Expiration Date

*Carmelia D. Wright*

Note: This certificate is the property of the City of Houston Office of Business Opportunity, and may be revoked should the above named firm graduate from the MMBBE program.





hereby grants

# National Women's Business Enterprise Certification

to

ELP Enterprises, Inc.

dba

MC Business Products

who has successfully met WBENC's standards as a Women's Business Enterprise (WBE).

This certification affirms the business is woman-owned, operated and controlled; and is valid through the date herein.

WBENC National WBE Certification was processed and validated by Women's Business Enterprise Alliance, a WBENC Regional Partner Organization.

*April Day*

Authorized by April Day, President,  
Women's Business Enterprise Alliance



Expiration Date: 03/31/2016  
WBENC National Certificate Number: 2005115095

NAICS Codes: 811212, 532420, 532490, 811219, 325910, 325992, 423430, 325998, 325199, 424690, 213112, 211111, 334413, 335122, 423610, 453210

UNSPSC Codes: 43212100, 39000000, 43212103, 43212108, 44101508, 43212101, 43212107, 44103000, 43211501, 60122909, 43211500, 43212105, 43201800, 43210000, 43212104, 43212106, 44103108, 45101603, 43212102, 43212114, 44103103, 43221804, 44103112, 46182107, 60122906, 44103120, 60122905, 39110000, 43212109



**HOUSTON MINORITY SUPPLIER  
DEVELOPMENT COUNCIL**



THIS CERTIFIES THAT

**ELP Enterprises, Inc.**

Has met the requirements for certification as a bona fide Minority Business Enterprise as defined by the National Minority Supplier Development Council, Inc. (NMSDC) and as adopted by the Houston Minority Supplier Development Council.

**\*\*NAICS Code(s):** 424690; 334413; 811212; 424130; 325910; 325992; 424110; 335122; 423430; 424120

**\*\*Description of their product/services as defined by the North American Industry Classification System (NAICS)**

October 21, 2014

*Issued Date*

October 31, 2015

*Expiration Date*

HSI4729

*Certificate Number*

*Richard A. Huebner, President, HMSDC*

By using your assigned (through NMSDC only) password, NMSDC Corporate Members may view the original certificate by logging in at: <http://www.nmsdc.org>



*An affiliate of the National Minority Supplier Development Council, Inc. (NMSDC)*

**CONTRACT SHEET**  
**Bid 16-017**

**THE STATE OF TEXAS**  
**COUNTY OF FORT BEND**

This memorandum of agreement made and entered into on the 8<sup>th</sup> day of September, 2015,  
by and between Fort Bend County in the State of Texas (hereinafter designated County), acting herein by  
County Judge Robert Hebert, by virtue of an order of Fort Bend County Commissioners Court, and  
ELP Enterprises, Inc. (hereinafter designated Contractor).  
(company name)

WITNESSETH:


The Contractor and the County agree that the bid and specifications for the **Toner and Ink Cartridges** which are  
hereto attached and made a part hereof, together with this instrument and the bond (when required) shall constitute  
the full agreement and contract between parties and for furnishing the items set out and described; the County agrees  
to pay the prices stipulated in the accepted bid.

It is further agreed that this contract shall not become binding or effective until signed by the parties hereto and a  
purchase order authorizing the items desired has been issued.

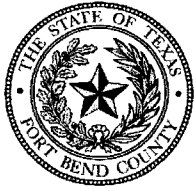
Executed at Richmond, Texas this 15<sup>th</sup> day of September 2015.

Fort Bend County, Texas

By:   
County Judge Robert E. Hebert

By:   
Signature of Contractor

By: Martha Ceballos / President  
Printed Name and Title



**COUNTY PURCHASING AGENT**  
Fort Bend County, Texas

Gilbert D. Jalomo, Jr., CPPB  
County Purchasing Agent

(281) 341-8640  
Fax (281) 341-8642 or 341-8645

**Vendor Information**

Federal ID # or S.S #		Dun and Bradstreet # 125689534
Type of Business	<input checked="" type="checkbox"/> Corporation/LLC <input type="checkbox"/> Sole Proprietor/Individual <input type="checkbox"/> Partnership <input type="checkbox"/> Tax Exempt Organization	
Legal Company Name	ELP Enterprises, Inc.	Year Business was Established <u>1999</u>
Remittance Address	9346 Rosstown Way	
City/State/Zip	Houston, Texas 77080	
Physical Address	9346 Rosstown Way	
City/State/Zip	Houston, Texas 77080	
County	<input type="checkbox"/> Fort Bend County <input type="checkbox"/> Other: Harris	
Phone/Fax Number	Phone: 832-969-9947	Fax: 713-463-5682
Contact Person	Martha Ceballos	
E-mail	martha@elpenterprisesinc.com	
Special Notes		
The Company listed above is a (check all that apply and attached certificate).	<input checked="" type="checkbox"/> DBE-Disadvantaged Business Enterprise <b>Certification #</b> <u>14-1-8276</u> <input checked="" type="checkbox"/> SBE-Small Business Enterprise <b>Certification #</b> <u>7206051360</u> <input checked="" type="checkbox"/> HUB-Texas Historically Underutilized Business <b>Certification #</b> <u>1760619440900</u> <input checked="" type="checkbox"/> WBE-Women's Business Enterprise <b>Certification #</b> <u>14-1-8276</u> <input checked="" type="checkbox"/> MBE-Minority Business Enterprise <b>Certification #</b> <u>14-1-8276</u>	
Company's gross annual receipts:	<input type="checkbox"/> < \$500,000 <input checked="" type="checkbox"/> \$500,000-\$4,999,999 <input type="checkbox"/> \$5,000,000-\$16,999,999 <input type="checkbox"/> \$17,000,000-\$22,399,999 <input type="checkbox"/> >\$22,400,000	
NAICs codes (Please enter all that apply).	21111, 213112, 325199, 334413, 335122, 425120, 424120, 334112, 423430, 425120, 325910, 325992, 325998, 423610, 424690, 532420, 432490, 811212, 811219	

**PLEASE NOTE:** W-9 needs to be attached in order to be entered into our system





