

AWARD SUMMARY

T-0135

AIR FILTERS & FILTER MEDIA

I. Purpose & Intent:

This contract provides air filters and filter media for use in building HVAC systems and other facility maintenance requirements. Automotive filters are not included. It is a Statewide contract and is available to Cooperative Purchasing participants.

II. Award Method:

A single award for the entire State has been made to the contractor. A single brand of air filters and filter media has been awarded at a single discount (58%) from the manufacturer's list price. Delivery is FOB destination and freight charges are not permitted.

III. Directions for Use of Contract

Copies of the manufacturer's price list and catalog are available to all agencies and Cooperative Purchasing participants by request from the contractor. An agency simply locates the filter it is interested in from the price list and deducts the contract discount from the manufacturer's list price for that part number. For special order items, the contractor will contact the factory and obtain the list price for the agency. Agencies are responsible for processing purchase orders in accordance with their procedures and for timely invoice/payment processing.

If there are any questions on the use of the contract, please contact the State Contract Manager.