



Digital Duplicators – Copiers – Supplies

GENERAL SERVICES ADMINISTRATION
Federal Acquisition Service

Authorized Federal Supply Schedule Price List Terms

FSC Group 36
FSC Class 3610

Contract Number: GS-25F-0009M
Effective 10/1/2006 through 9/30/2011

Contractor's Business Size – Small



RISO HC5500
With Scanner and
Touch Panel Display

Contractor/Order Address -
RISO, Inc.
300 Rosewood Drive, Suite 210
Danvers, MA 01923

Toll Free Number: (800) 635-7377
Telephone: (978) 777-7377
Facsimile: (978) 774-5445

E-Mail: gmusto@riso.com
Web Site: <http://us.riso.com>

DUNS Number: 15-725-7486
CAGE Code: 0LJK9



**1a. Special Item Numbers:**

<i>SIN</i>	<i>Lowest Priced Item</i>
51 100	HC5500 Copier & Accessories
51 101 2	HC5500 Copier Supplies
51 229	Digital Duplicators, Accessories & Supplies
51 58	Lease-to-Ownership

1b. Lowest Priced Item:

<i>SIN</i>	<i>Lowest Priced Item</i>
51 100	HC5500 GDI Copier Package 1S
51 101 2	HC Staples, box of 3 cartridges
51 229	Color Tape for Job Separator

1c. Hourly Rates: Not Applicable.**2. Maximum Order:** \$350,000 per SIN.**3. Minimum Order:** \$100.00**4. Geographic Coverage:** The forty-eight contiguous United States, the District of Columbia and Puerto Rico.**5. Points of Production:** RN and CR Print Cylinders are made in China. The country of origin for the other line items listed herein is Japan, Canada or Germany.**6. Discounts:** All prices herein are net; the Government discount has already been deducted.**7. Quantity Discounts:** None.**8. Payment Terms:** Net 30 days.**9a., 9b. Credit Card:** RISO will accept payment by Government Credit Card at, below or above the micro-purchase threshold.**10. Foreign Items:** As stated in item 5, above.**11a. Time of Delivery:** Within thirty days after receipt of orders.**11b. Expedited delivery:** In some cases, RISO may be able to make delivery in less than thirty days. Agencies may contact RISO to determine whether this is possible in the case of an individual order.**11c. Overnight and 2-day Delivery:** RISO will ship by overnight or second-day delivery service when: (1.) such service is requested on the order, (2.) the ordered items are in inventory and (3.) the Government customer agrees to pay the carrier's overnight or second-day delivery charges. (This does not include time for RISO to initiate shipment, nor for set-up, testing and installation of new equipment.)**11d. Urgent Requirements:** Terms governing agency requests for accelerated delivery are found in clause I-FSS-140-B. RISO will confirm acceptance or denial of written requests for accelerated delivery within three days after receiving them.**12. FOB Point:** Destination, including normal delivery within premises.**13a. Order Address:**RISO, Inc.
c/o a local authorized RISO Dealer (at that dealer's address)*or*RISO, Inc.
300 Rosewood Drive, Suite 210
Danvers, MA 01923

Orders may be issued to RISO, Inc., in care of a local authorized RISO dealer, or directly to RISO, Inc. Of these choices, agencies are encouraged to use the first address format. The time for acceptance begins when orders are received by RISO, Inc. For orders issued in care of dealers, agencies may begin the acceptance period by faxing an information copy to RISO, Inc.

The number for orders or information copies transmitted by fax is (978) 774-5445

13b. Ordering Procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) are found in Federal Acquisition Regulation (FAR) 8.405-3**14. Payment Address:**

For orders invoiced by a dealer who is authorized to receive payment—

The dealer's address
(as shown on the invoice issued by the dealer)

For all other orders—

RISO, Inc.
300 Rosewood Drive, Suite 210
Danvers, MA 0123-9892

Orders issued under this contract may be directed to RISO, Inc. in care of any authorized RISO dealer. Remittances may be sent only to those dealers who are authorized to invoice sales and receive payment. For confirmation of a dealer's status or answers to other questions, please call (800) 635-7377.

15. Warranty: RISO's standard commercial warranty applies to all items purchased under this contract. For equipment acquired under this LTOP plan, the warranty period begins on the date of installation.**16. Export Packing:** Not available under this contract.**17. Government Purchase Card:** Accepted at any dollar value.



Customer Information

18. Rental, Maintenance and Repair: Lease-to-Ownership (LTOP) is available under the terms described herein. Contact RISO or your local RISO dealer for additional information. Maintenance and repair are available from RISO dealers or Branch Offices outside of the scope of this contract.

19. Installation: RISO or a local RISO dealer will provide normal installation and initial operator instruction without additional charge. Agencies are responsible for providing a suitable installation site. Installation requiring special rigging or drayage will be subject to additional fees at prevailing local rates.

20. Repair Parts: Available from RISO dealers or Branch Offices outside of the scope of this contract.

21. Points of Distribution; 22. Sales & Service Locations: For information about RISO dealer and branch office locations, please call (800) 635-7377.

23. Preventive Maintenance: Users will be instructed in performing preventive maintenance at the time of installation of new RISO Digital Duplicators or Copiers. Sub-

sequently information will be available from the local RISO dealer or branch office.

24a. Special Attributes: Compared with other copying and printing equipment, RISO Digital Duplicators and Copiers use significantly less energy and leave no polluting or hazardous waste products. For details regarding these attributes please contact RISO or your local RISO dealer or branch office.

24b. Section 508: For information regarding the usability of RISO products by handicapped persons, please contact RISO or your local RISO dealer or branch office.

25. Contractor's DUNS Number: 15-725-7486.
Contractor's CAGE Code: 0LJK9

26. Central Contractor Registration (CCR): RISO is listed on the CCR web site, where agencies may secure electronic funds transfer (EFT) information for paying invoices issued by and payable to RISO. Dealers authorized to receive payment are responsible registering with CCR.

1. Statement

a. It is understood by all parties to this contract that this is a leasing arrangement. In that regard, the Government, as lessee, anticipates fulfilling the leasing agreement. The Government, upon issuance of the delivery order, contemplates the use of the equipment for the life of the lease (i.e., until the full purchase price of equipment is paid and title of the leased equipment transfers to the Government). However, unless the ordering office has funding which exceeds a Government fiscal year, the initial term of the leasing agreement is from the date of the equipment acceptance through September 30 of the fiscal year for which the order is placed.

b. Agencies are advised to follow the guidance provided in Federal Acquisition Regulation (FAR) Subpart 7.4 Equipment Lease or Purchase. Agencies are responsible for the obligation of funding consistent with fiscal law when entering into any lease arrangement.

2. Type of Lease

51 58, Lease to Ownership (LTOP) (Capital Lease) with Zero Percent Lease Fee.

3. Covered Items

Orders for any RISO model covered by this contract, with or without accessories, qualify for this Zero Percent LTOP program. RISO will provide only new equipment to fill orders placed under this LTOP program.

Supplies may be included on the same delivery order, but they do not qualify for inclusion in the LTOP.

4. Lease Term

The LTOP term will begin when the ordered equipment has been delivered and installed. Agencies may choose a lease term consisting of any number of months up to a maximum of 36 months. If an LTOP period begins after the first business day of the month, the first lease payment will be pro-rated and the last lease payment will be the remainder of the total initial purchase price of the leased equipment.

5. Payment Plan, Lease Rate

Agencies may choose an LTOP payment plan that requires monthly payments, up to a maximum of thirty-six months, or quarterly payments, up to a maximum of twelve quarters. The amount of each LTOP payment will be the total contract price of all equipment on the LTOP order divided by the number of (monthly or quarterly) payments chosen by the Government.

The LTOP payment amounts are based on the Government prices under this contract on the date of the order. Those amounts not affected by reductions or increases in Government prices during the LTOP term.

6. Additional Items

Additional units or accessories may be added to an existing lease at any time, for the remainder of the term of the existing lease. The amount to be added to the existing lease payment will be the then-current Government purchase price of the additional equipment, divided by the number of months or quarters for which invoices have not yet been issued.

7. Transfer of Ownership

Ownership of the leased equipment automatically transfers from RISO, Inc. to the ordering agency when:

- (1.) RISO has received all scheduled payments for the full LTOP term, or
- (2.) Any earlier date on which RISO receives payments equal to the total purchase price (as of the initial order date) of all equipment on the LTOP order.

8. Warranty

RISO's standard commercial warranty applies to all items purchased under this contract. For equipment acquired under this LTOP plan, the warranty period begins on the date of installation.

9. Use of Equipment

The Government is entitled to unrestricted normal use during the time that equipment remains on lease.

The Government is responsible for the normal expenses of ownership, including supplies (paper, masters and ink) and, after expiration of the warranty, maintenance.

Until the ownership of leased equipment is transferred to the Government, the Government shall:

- Secure and keep in effect a maintenance agreement from the local RISO authorized dealer or branch.
- Notify RISO thirty days in advance if it intends to move leased equipment. (RISO will arrange for the movement and invoice the cost to the Government on an open market basis.)
- Assume all responsibility for loss or damage to leased equipment that is caused by misuse, abuse, negligence or willful act.

10. Early Termination

The Government may choose to terminate the lease of equipment placed under this LTOP plan prior to paying the full amount required to receive ownership. In that case, the ordering agency shall:

- Provide at least thirty days notice prior to the effective date of the termination.
- Immediately upon the effective date of the termination, make the leased equipment available to RISO for pickup.
- Return the leased equipment to RISO in as-new condition, except for the effects of normal use.
- Pay an early termination penalty equal to one twelfth of the total of the LTOP payments that would be payable during the period after the effective date of the termination.

