



Statewide Contract Information Sheet

Statewide Contract Number	99999-SPD-T20270514-0001	NIGP Code(s)	See page 6
Name of Contract	Mailing Equipment, Supplies, & Maintenance Services		
Effective Date	Jan 1, 2023	Expiration Date	05/14/2024
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Supplier Information Sheet

Contract Information	
Statewide Contract Number	99999-SPD-T20270514-0001
PeopleSoft Supplier Number	0000016017
Supplier Name & Address	
Quadient, Inc. 478 Wheelers Farms Rd. Milford, CT 06461	
Contract Administrator	
Joe Sfameni State of Georgia Government Account Manager 404-538-0268 j.sfameni@quadient.com	
Contact Details	
Ordering Information	Quadient, Inc. 478 Wheelers Farms Rd. Milford, CT 06461
Remitting Information	Quadient, Inc. Dept 3689 PO Box 123682 Dallas, TX 75312-3689
Discounts	See Price Sheet
Payment Terms	Net 30 Days
Bid Offer includes	State and Local Government
Acceptable payment method	Supplier will accept Purchase Orders and the Purchasing Card under this contract as permitted by current policies governing the Purchasing Card program.



Key benefits of the contract include:

- Postal Meter Lease; 36-months, 48-month, & 60-month lease options
- Multiple Equipment Categories
- Discounts ranging from 5-40% depending on Supplier and Category

Contract Categories	Quadient, Inc.
Postage Meter Rental (to include Legacy Postage Meters)	X
Mailing Systems, Ultra Low Volume	X
Mailing Equipment, Mailing Systems, Low Volume	X
Mailing Equipment, Mailing Systems, Medium Volume	X
Mailing Systems, High Volume	X
Mailing System, Production	X
Integrated Postal Scales	X
Letter Openers, Low Volume	X
Letter Openers, High Volume	X
Letter Folders, Low Volume	X
Letter Folders, High Volume	X
Inserters, Production	
Folder/Inserters, Low volume	X
Folders/Inserters, Medium Volume	X
Folders/Inserters, High Volume	X
Folders/Inserters, Production	X
Envelope Addressing System, Ink Jet, Low Volume	X
Envelope Addressing System, Ink Jet, Medium Volume	X
Envelope Addressing System, Ink Jet, High Volume	X
Envelope Addressing System, Ink Jet, Production	X
Tabbers, Low Volume	X
Tabbers, Medium Volume	X
Tabbers, High Volume	X
Pressure Sealing, Production	X
Pre-sorting Equipment, Production	X
Extractors	X
Mailing Furniture (general)	X
Software, License and Subscription	X
Software Integration	X



Ordering Instructions

Ordering Instructions for Quadient, Inc.:

1. Determine Item to Purchase/Lease.
2. Review Contract Pricing found on the Supplier's Price Sheet.
3. Contact Supplier for a Quote.
 - a. Sales Representative
Joe Sfameni
j.sfameni@quadient.com
404-538-0268
4. Purchase and Lease Instructions
 - a. **Purchase** of Mailing Equipment, Supplies, & Maintenance Services
 - i. Create a Purchase Orders (PO). Please remember to include the SWC ID Number.
 - ii. Purchase Orders are written out to: Quadient, Inc.
 - iii. Please send PO to both email addresses below:
 - a. us.government@quadient.com
 - b. j.sfameni@quadient.com
 - iv. Quadient will fulfill and ship.
 - v. Authorized User receives order, inspects, and accepts good(s).
 - vi. End user pays Quadient, Inc. for the order.
Remit to: Quadient, Inc.
Dept. 3689
PO BOX 123689
Dallas, TX 75312-6389
 - b. **Lease** of Mailing Equipment, Supplies, & Maintenance Services
 - i. Create a Purchase Order (PO). Please remember to include the SWC ID Number.

1. If you are required to issue a PO each fiscal year, you must indicate the original contract number and lease number, if applicable, that was in effect at that time.
 - ii. Purchase Orders are written out to: Quadient, Inc.
 - iii. Please send PO to both email addresses below:
 - a. us.government@quadient.com
 - b. j.sfameni@quadient.com
 - iv. Quadient will fulfill and ship.
 - v. End user pays Quadient Leasing, Inc. for the order.

Remit To: Quadient, Inc.
Dept. 3689



Renewals/Extensions

Current Term End Date: 05/14/2024

DOAS Contact Information

Mr. Donnie Treadway

Contract Management Specialist

Email: Donnie.Treadway@doas.ga.gov

Telephone: 404-657-0824

For Team Georgia Marketplace question(s)

Procurement Help Desk

Telephone: (404) 657-6000

Fax: (404) 657-8444

Email: procurementhelp@doas.ga.gov



Contract NIGP Codes

20864	Postage/Mailing and Shipping Software, Microcomputer
42066	Mailroom Furniture: Bins, Boxes, Carts, Consoles, Including Wrapping Consoles, Mail Systems, Sorters, Tables, etc.
60008	Addressing Machines, Computer Driven Only, Direct Print Type Only and Accessories
60011	Addressing Machines, Embossed Plate Type and Embossing and Imprinting Machines, and Accessories
60062	Folding Machines
60065	Inserting Machines
60067	Letter Extraction and Insertion Machines, Mailroom
60071	Mailing, Packaging, and Shipping Machines, Including Packaging Material Dispensing Machines
60077	Postage Meters
60080	Postage Meter Supplies
60575	Sealing and Tape Machines, Mail Room
91557	Mailing, Postage and Shipping Services, Electronic
93952	Mailing Machines and Equipment Maintenance and Repair
98554	Mailing Equipment Including Postage Meter Rental or Lease