

**CITY OF SANTA ANA**  
 FINANCE & MANAGEMENT SERVICES AGENCY  
 PURCHASING DIVISION



**PURCHASE ORDER NUMBER**  
**125755**  
 SHOW NUMBER ON ALL PACKAGES,  
 INVOICES AND RELATED DOCUMENTS

<b>VENDOR</b> 50023	<b>DELIVERY DATE</b> May 10, 2023	<b>F.O.B.</b> FOB DESTINATION	<b>DATE</b> 04/24/2023
<b>SOURCE OF QUOTATION</b>	<b>FREIGHT TERMS</b> PREPAY AND ADD	<b>PAYMENT TERMS</b> NET 30	

**Vendor: 50023**  
**HP INC**

1501 PAGE MILL RD  
 PALO ALTO CA 94304  
 United States of America  
 (714) 999-6700

**Ship To: POLICE DEPARTMENT/RECEIVING**  
 60 CIVIC CENTER PLAZA M-95  
 DELIVER BEFORE 4:00 PM  
 SANTA ANA CA 92701

**Bill To: CITY OF SANTA ANA**  
 ACCOUNTS PAYABLE, M-91  
 20 CIVIC CENTER PLAZA RM 326  
 SANTA ANA CA 92701  
 EMAIL: ACCOUNTSPAYABLE@SANTA-ANA.ORG

**BUYER:MEGAN ORNELAS**  
 EMAIL:MORNELAS@SANTA-ANA.ORG

ITEM	QUANTITY	UNIT	STOCK # / DESCRIPTION	UNIT COST	AMOUNT
			Invoice by mail Process Level: 999  DELIVER MONDAY-FRIDAY, 7:00 AM-4:00 PM. DELIVERIES ARE NOT ACCEPTED AFTER HOURS, WEEKENDS OR HOLIDAYS UNLESS ARRANGEMENTS ARE MADE WITH RECEIVING DEPARTMENT BY CALLING 714-245-8070.  HP QUOTE NO.5094140 - DATED 4/25/23 SPECIAL PRICING CODE: 45180816  PRICING PER CA-STATE OF CALIFORNIA NASPO VP-PC CONTRACT NO. 7-15-70-34-001  VENDOR CONTACT: SCOTT RUBERRY EMAIL: SCOTT.RUBERRY@HP.COM PHONE: 505-415-7341		
1	16.0000	EA	HP COLOR LASERJET PRO M283FDW PRODUCT #7KW75A#BGJ US DISPLAY, 2.7" TOUCH SCREEN  REF AMAZON ASIN: B083ZYLGG 22PPM	475.0000	7,600.00
2	2.0000	EA	HP COLOR LASERJET PRO M479FDW PRODUCT #4RA82F#BGJ US DISPLAY, 4.3" DIAG WLED	630.0000	1,260.00
3	10.0000	EA	HP LASERJET PRO M501DN PRODUCT #J8H61A#BGJ USA/CA PORTS	575.0000	5,750.00
4	34.0000	EA	HP LASERJET PRO 3001DW PRODUCT #6G650F#BGJ US/CA PORTS  INCLUDES ONE-YEAR WARRANTY	213.0000	7,242.00

**VENDOR BILLING INSTRUCTIONS:**

- Invoice the City of Santa Ana and mail to:  
**CITY OF SANTA ANA PURCHASING DIV. M-16,**  
**20 CIVIC CENTER PLAZA, SANTA ANA, CA 92701,**  
 or Email to: **PURCHASING\_AP@santa-ana.org\*\*\*\*\***
- Invoices must reference the purchase order number showing quantities, descriptions, units and unit price.
- Freight charges, when authorized, shall be prepaid and added to the invoice as a separate item.
- OUT OF STATE VENDOR: California seller's permit or Certificate of Registration - Use Tax, is required to collect tax, otherwise the city will pay direct.

**GENERAL TERMS AND  
 CONDITIONS ON THE  
 REVERSE SIDE ARE IN-  
 CORPORATED HEREIN.**

CITY ATTORNEY: \_\_\_\_\_

PURCHASING MANAGER: \_\_\_\_\_

**CITY OF SANTA ANA**  
 FINANCE & MANAGEMENT SERVICES AGENCY  
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**125755 Revision Number: 001**  
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ITEM	QUANTITY	UNIT	STOCK # / DESCRIPTION	UNIT COST	AMOUNT
5	5.0000	EA	HP LASERJET 550 SHEET PAPER TRAY PRODUCT #F2A72A INCLUDES 90 DAY WARRANTY - PARTS ONLY  CITY OF SANTA ANA CONTACT: CHRIS HUBBARD EMAIL: CHUBBARD@SANTA-ANA.ORG PHONE: 714-245-8037  <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> <p><b>Tax Summary</b>                          ORANGE CO./CA INV'D TAX 9.25%</p> </div> <div style="text-align: center;"> <p><b>Purchase Order Summary</b>                          Taxable                          22,652.0000  <b>Goods Total:</b>  <b>Order Total:</b></p> </div> <div style="text-align: right;"> <p><b>\$2,095.32</b>  <b>\$22,652.00</b>  <b>\$24,747.32</b></p> </div> </div>	160.0000	800.00

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CITY ATTORNEY: \_\_\_\_\_

PURCHASING MANAGER: \_\_\_\_\_

**GENERAL TERMS AND CONDITIONS**

1. **PAYMENT:**
  - a. Payment by City will be processed within thirty (30) days following receipt of proper invoice evidencing work performed and subject to City accounting procedures.
  - b. No additional charge will be paid by the City unless expressly included and itemized herein.
2. **DELIVERY:**
  - a. Time of delivery; as shown herein, must be adhered to. All goods shall be shipped F.O.B. destination designated by the City. Vendor assumes full responsibility for packing, crafting, marking, transportation and liability for loss and/or damage.
  - b. All transportation charges to be prepaid by Vendor.
3. **LATE DELIVERY ASSESSMENT:** The Vendor agrees to pay late-delivery assessment for any delay in delivery (except those beyond its reasonable control) beyond the date agreed to and shown in the purchase order or contract in an amount equal to the expenses incurred by the City due to the delay; including but not limited to expenses such as rental of like equipment to fulfill the need while awaiting late delivery, added cost of manpower or other resources or other costs as can be shown to have resulted from delaying receipt of the ordered goods or services. The penalty will be deducted from the amount due to the Vendor under this purchase order.
4. **INSPECTION:** City shall be under no obligation to unpack or inspect the products and/or services. The Vendor shall be responsible for the consequences of negligent manufacture and packing, and for the consequences of negligent handling prior to point where City assumes ownership. The expense of subsequent tests due to failure of goods first offered will be charged against the Vendor.
5. **GENERAL GUARANTEE:** The Vendor guarantees that a) Vendor owns all rights, title and interest in the products and services and has the legal authority to sell, license or otherwise transfer the right to use to the City; b) the products and services are free from defects in material and workmanship for a minimum period of one (1) year from the date of acceptance by the City, unless otherwise stated as part of the bid; and c) Vendor shall repair or replace all such defective goods F.O.B. destination.
6. **INDEMNIFICATION:** The Vendor guarantees and agrees to indemnify, defend, and hold harmless the City against any or all loss, liability, damages, demands, claims or costs alleged by third parties arising out of Vendor's performance. This includes defective material and products, faulty work performance, negligent or unlawful acts, and noncompliance with any applicable local, state or federal codes, ordinances, orders or statutes, including, but not limited to, the Occupational Safety and Health Act (OSHA) and the California Industrial Safety Act. This guarantee is in addition to and not intended as limitation on any other warranty, express or implied.
7. **TERMINATION:** The City reserves the right to terminate this purchase order or delay delivery of acceptance of any products and/or services ordered without penalty upon thirty (30) days written notice to the Vendor.
8. **ASSIGNMENT:** Vendor may not assign, transfer, delegate, or subcontract any right, obligation, performance herein without the prior written consent of the City's Purchasing Manager and any such assignment, transfer, delegation or subcontract without the Purchasing Manager's prior written consent shall be considered null and void.
9. **DEFAULT:** In case of default by the Vendor of any of the conditions of this purchase order, the Vendor agrees that the City may procure the articles or services from other sources and may deduct from the unpaid balance due to the Vendor, or collect against the bond or surety, or may invoice the Vendor for excess costs so paid plus reasonable administrative costs. Prices paid by the City shall be considered the prevailing market price at the time such purchase is made.
10. **LAW AND JURISDICTION:** The validity performance and construction of this order shall be governed by the laws of the State of California. Both parties further agree that Orange County California, shall be the venue for any action or proceeding that may be brought or arise out of, in connection with or by reason of this agreement.
11. **ADDITIONAL TERMS:** No additional term specified in the bid shall be part of the contract unless affirmatively accepted by the City in writing.