

# BLANKET PURCHASE ORDER

## STATE OF MARYLAND

\*\*\*\*\* STATE OF MARYLAND \*\*\*\*\*

**BPO NO:** 001B9400389

**PRINT DATE:** 05/09/19

**PAGE:** 01

### SHIP TO:

AS SPECIFIED ON INDIVIDUAL ORDERS

### VENDOR ID:

CATO INC  
P O BOX 1030  
1004 PARSONS RD  
SALISBURY, MD  
(410 )546-1215

21803-1030

### REFER QUESTIONS TO:

IRIS LESTER BELL  
(410 )767-4612  
IRIS.LESTER@MARYLAND.GOV

### ITB:

**EXPR DATE:** 04/30/20  
**POST DATE:** 04/30/19

**DISCOUNT TERMS:** .  
**CONTRACT AMOUNT:**

NET 30 DAY  
.00

### TERMS:

ARTICLES HEREIN ARE EXEMPT FROM MARYLAND SALES AND USE TAXES BY EXEMPTION CERTIFICATE NUMBER 3000256-3 AND FROM FEDERAL EXCISE TAXES BY EXEMPTION NUMBER 52-73-0358K. IT IS THE VENDOR'S RESPONSIBILITY TO ADVISE COMMON CARRIERS THAT AGENCIES OF THE STATE OF MARYLAND ARE EXEMPT FROM TRANSPORTATION TAX.

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### STATEWIDE CONTRACT FOR BULK PROPANE GAS FOR

REGIONS: CENTRAL MARYLAND, NORTHERN MARYLAND, WESTERN MARYLAND, EASTERN  
SHORE, SOUTHERN MARYLAND, GREATER WASHINGTON, DISTRICTS 1, 2, 3

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THIS IS A STATEWIDE CONTRACT FOR BULK PROPANE GAS FOR THE STATE OF  
MARYLAND FACILITIES.

ORIGINAL: 001B6400590

### RENEWALS:

RENEWAL #1: 001B9400389

### SCOPE OF THE CONTRACT:

THE TERM OF THIS CONTRACT IS ONE (1) YR W/ONE (1) ONE (1) YR  
RENEWAL OPTION 05/31/2016 - 04/30/2021.

VENDOR: CATO INC.  
VENDOR CONTACT: PHIL TONELLI  
VENDOR NUMBER: 410-546-1215  
VENDOR EMAIL: PHILT@CATOINC.COM  
MAINT/REPAIRS:

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### TERMS (cont'd):

VENDOR MUST BE ABLE TO ENSURE EMERGENCY RESPONSE TO THE STATE LOCATIONS AT ALL TIMES, INCLUDING AFTER HOURS AND WEEKENDS, BY QUALIFIED PERSONNEL WITHIN FOUR (4) HOURS FROM THE TIME THE REQUEST IS MADE BY THE STATE. ROUTINE REPAIRS WILL BE SCHEDULED DURING WORKING HOURS, (M-F 8AM-4PM) WITH AT LEAST 24HR NOTICE IN ADVANCE. VENDOR WILL BE REQUIRED TO GIVE THE STATE A NAME AND PHONE NUMBER OF A QUALIFIED PERSON WHO CAN BE REACHED AFTER HOURS AND ON WEEKENDS TO PROVIDE EMERGENCY REPAIRS OR DELIVERY OF PROPANE.

PRODUCT ACCEPTABILITY SHALL BE A SOLE DISCRETION OF THE STATE OF MARYLAND. STATE OF MARYLAND SHALL BE THE SOLE JUDGE OF WHAT IS AN "APPROVED EQUAL". ANY PRODUCT DELIVERED AS A RESULT OF THIS AWARD WHICH DOES NOT MEET THE SPECIFICATIONS OR IS OTHERWISE FOUND TO BE DEFECTIVE, SHALL BE REJECTED AND RETURNED AT THE VENDOR'S EXPENSE FOR REPLACEMENT OR CREDIT.

FOLLOWING DELIVERY AND ACCEPTANCE OF ALL PRODUCTS, CATO INC. SHALL SUBMIT AN ORIGINAL INVOICE TO THE ORDERING AGENCY. REQUIREMENTS CONTRACT FOR SUPPLYING THE USING AUTHORITY WITH THEIR NEED FOR THE FOLLOWING ITEM(S) FOR THE CONTRACT PERIOD SPECIFIED.

RELEASES SHALL BE MADE AS REQUESTED BY THE USING AUTHORITY ON AN "AS REQUIRED" BASIS.

### PAYMENT:

PAYMENT TERMS TO BE NET, 30 DAYS. THE CONTRACTOR SHALL SUBMIT AN INVOICE TO AGENCY NO LATER THAN 15 DAYS AFTER DATE OF DELIVERY. ALL PRICES ARE TO BE DELIVERED F.O.B. CUSTOMER'S TANKS. PRICE LISTED ON THE CONTRACT INCLUDES ALL FIXED COSTS PER GALLON FOR FURNISHING AND DELIVERING THE PROPANE TO THE LOCATIONS.

THE VENDOR MUST COMPLY WITH ALL FEDERAL AND STATE OSHA REGULATIONS, THE STATE OF MARYLAND PROCUREMENT REGULATIONS IN EFFECT AT THE TIME OF CONTRACT AWARD.

A REPORT MUST BE FURNISHED BY THE VENDOR EVERY THREE (3) MONTHS DETAILING THE PURCHASE OF ALL ITEMS ON THE CONTRACT. FORMAT SHALL BE AT VENDORS OPTION PROVIDING THAT, AS A MINIMUM, THE REPORT REFLECTS THE CONTRACT NUMBER, CONTRACT ITEM NUMBER, THE DOLLAR VOLUME PURCHASED OF EACH ITEM, AGENCY IDENTIFICATION, AND THE CONTRACT TOTAL. THE REPORT MUST BE FILED WITHIN THIRTY (30) DAYS AFTER THE END OF EACH REPORTING PERIOD. ANY EXCEPTION TO THIS MANDATORY REQUIREMENT MAY RESULT WITH THE MINIMUM REQUIRED INFORMATION MAY ALSO NEGATE ANY CONTRACT EXTENSION CLAUSES.

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**TERMS (cont'd):**

VENDOR MUST INCLUDE THE 9-DIGIT ZIP CODE OF COMPANY ADDRESS ON ALL INVOICES. FAILURE TO DO SO MAY RESULT IN DELAY OF PAYMENT.

THE DEPARTMENT OF GENERAL SERVICES "TERMS AND CONDITIONS" FOR COMMODITY CONTRACTS OVER \$25,000" AND ALL SPECIFICATONS, TERMS AND CONDITIONS OF SOLICITATION #001IT820173/MDDGS31024758 HEREIN BY REFERENCE.

<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>		
0001	40503-507507	GL	.5900		
PROPANE GAS BULK AVIATION SALISBURY HEATING 5286 LEAR JET WAY SALISBURTY 21901 2 TANKS 1,000 GAL EA					
0002	40503-507507	GL	.5900		
PROPANE GAS BULK 10323 OCEAN GATEWAY BERLIN 21811 2 TANKS 500 GAL					

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<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>	
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0003	40503-507507	GL	.5900	
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PROPANE GAS BULK  
2954 OLD RTE. 50  
CAMBRIDGE  
21613  
2 TANKS  
2000 GAL EA

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0004	40503-507507	GL	.5900	
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PROPANE GAS BULK  
PROPANE GAS BULK  
10980 MARKET LANE  
PRINCESS ANNE  
21853  
2 TANKS  
830 GALLONS - DISTRICT 1

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0005	40503-507507	GL	.5900	
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PROPANE GAS BULK  
PROPANE GAS BULK  
5603 MARKET SREET  
SNOW HILL 21863  
3 TANKS  
4000 GALLONS - DISTRICT 1

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0006	40503-507507	GL	.5900	
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PROPANE GAS BULK  
PROPANE GAS BULK  
508 CAROLINE STREET  
DENTON  
21629  
1 TANK  
1000 GAL - DISTRICT 2

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END OF ITEM LIST

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**TERMS (cont'd):**

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**AUTHORIZED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

BUYER AUTHORIZED DESIGNEE