

Office of State Procurement  
State of Louisiana  
Division of Administration

JOHN BEL EDWARDS  
GOVERNOR



JAY DARDENNE  
COMMISSIONER OF ADMINISTRATION

**NOTIFICATION OF AWARD**

VWR International Inc  
Ms. Jennifer Schauble  
100 Matsonford Road, Suite 200  
Radnor PA 19087-8660

Re: VWR International Inc  
NASPO ValuePoint Lab Equipment and Supplies  
Contract: 4400006390; T-No.: 92424

Dear Ms. Schauble:

This is official notification that the contract referenced above has been awarded to your company based on your bid submitted to the Division of Administration, Office of State Purchasing. Enclosed is a copy of the contract award. This contract shall be effective for the period of beginning March 31, 2016 and ending March 31, 2019, or until such time that this office informs you by thirty-day written notice that this contract will be cancelled.

The vendor understands and agrees that the specified usage is a non-binding estimate and that the State reserves the right to procure in whole or in part the specified products from a group Purchasing Organization upon the State's determination that such alternate procurement is in the State's best interest.

Successful vendor should keep a copy of all orders issued against this contract during the contract period. Approximately four (4) months prior to the end of the contract period vendor is to be prepared to submit to the Office of State Purchasing a contract usage report with copies of all orders.

The usage report is to include the vendors name, phone and fax numbers, the person's name who compiled the report, a summary by line item with quantity purchased and total value of each line item. Additionally the report is to summarize the total dollar volume of the entire contract. Vendor may submit computer generated reports and can itemize by order number, by line item, but the line item totals, contract totals and copies of orders are required.

If a list of distributors was submitted with your bid proposal, it will be your responsibility as prime contractor to send copies of this award to each distributor. Prior approval from this office must be obtained before additional distributors may be added.

If you have any questions concerning this contract, please contact Roxane Williams at (225)342-5474.

Sincerely,

Paul Holmes, Director of State Purchasing

By:



RW

State Purchasing Officer

PH:AS:rw

enclosure



# STATE OF LOUISIANA Competitive Contract

Vendor: 310010756  
Company  
VWR INTERNATIONAL INC  
1050 SATELLITE BLVD  
SUWANEE GA 30024  
Phone : 8009325000

T Number: 92424  
Version: 7  
LAPS Contract: No  
Fiscal Year: 2015  
Min.Ord.Value: 0.00  
Distributor Contract: No  
PCard:No  
Co-op Agreement:Yes

Contract number: 4400006390  
Description: WSCA VWR Lab Equip & Supplies

**Buyer Information**  
Name: ROXANE WILLIAMS  
Tel Number: 225-342-5474  
Email: roxane.williamsdoa@la.gov

SEBD Vendor: No  
SEHI Vendor: No  
VSE Vendor: No  
DVSE Vendor: No  
Contract Valid Dates:  
03/31/2016 - 03/31/2019

**Supplier Text:** THIS CONTRACT HAS THE SAME PRICES, TERMS AND CONDITIONS AS THE EXISTING AGPS CONTRACT NO. 408600 AND WILL REMAIN IN EFFECT FOR THE TERM OF THE CONTRACT. LINE NUMBERS DIFFER FROM THE AGPS CONTRACT. AGPS CONTRACT LINES ARE FOUND IN THE LAGOV CATALOG ITEM MDM NOTES FOR EACH ITEM.

**Notice to Vendor:**

Line	Material No. ----- Supplier Part No.	Description	Prod. Cat.	UOM	Net Price	Discount
1		VWR Lab Equip & Supplies	41121500		0.00000	

Recommending Approval:  Approved by: 

Contract number: 4400006390 T Number: 92424	Vendor: 310010756 Distributor Contract: NO	Page 2 of 2
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### Standard Terms and Conditions

1. THIS IS NOT AN ORDER TO SHIP (OR BEGIN SERVICE). A CONTRACT RELEASE OR PURCHASE ORDER MUST BE ISSUED BEFORE YOU ARE AUTHORIZED TO SHIP (OR BEGIN SERVICE).
2. THIS IS NOTICE THAT THE CONTRACT REFERENCED ABOVE HAS BEEN AWARDED TO YOU BASED ON THE BID (OR PROPOSAL) SUBMITTED. ALL TERMS, CONDITIONS, AND SPECIFICATIONS OF THE SOLICITATION WILL APPLY TO ALL ORDERS.
3. ANY AGENCY AUTHORIZED TO PURCHASE FROM THIS CONTRACT MUST ISSUE AN ORDER AND REFERENCE THE CONTRACT NUMBER, LINE NUMBER AND COMMODITY ITEM NUMBER FOR EACH ITEM.
4. CHANGES IN ITEMS TO BE FURNISHED ARE NOT PERMITTED (UNLESS APPROVED BY THE ISSUING AGENCY PRIOR TO DELIVERY). PRIOR APPROVAL MUST ALSO BE OBTAINED BEFORE DISTRIBUTORS CAN BE ADDED OR DELETED.
5. IF A DISTRIBUTOR LIST WAS SUBMITTED, CONTRACTOR MUST SEND COPIES OF THIS AWARD TO EACH DISTRIBUTOR.
6. QUANTITIES LISTED ARE ESTIMATED AND NO QUANTITIES ARE GUARANTEED (UNLESS "COMMITTED VOLUME" IS SPECIFICALLY STATED). CONTRACTOR MUST SUPPLY ACTUAL REQUIREMENTS ORDERED AT THE CONTRACT PRICE AWARDED.
7. COMPLIANCE WITH CIVIL RIGHTS LAWS.

THE CONTRACTOR AGREES TO ABIDE BY THE REQUIREMENTS OF THE FOLLOWING AS APPLICABLE: TITLE IV AND TITLE VII OF THE CIVIL RIGHTS ACT OF 1964, AS AMENDED BY THE EQUAL OPPORTUNITY ACT OF 1972, FEDERAL EXECUTIVE ORDER 11246, THE FEDERAL REHABILITATION ACT OF 1973, AS AMENDED, THE VIETNAM ERA VETERAN'S READJUSTMENT ASSISTANCE ACT OF 1974, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE ACT OF 1975, AND CONTRACTOR AGREES TO ABIDE BY THE REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT OF 1990. CONTRACTOR AGREES TO NOT TO DISCRIMINATE IN ITS EMPLOYMENT PRACTICES, AND WILL RENDER SERVICES UNDER THIS AGREEMENT AND ANY CONTRACT ENTERED INTO AS A RESULT OF THIS AGREEMENT, WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, VETERAN STATUS, POLITICAL AFFILIATION, OR DISABILITIES. ANY ACT OF DISCRIMINATION COMMITTED BY CONTRACTOR OR FAILURE TO COMPLY WITH THESE STATUTORY OBLIGATIONS WHEN APPLICABLE SHALL BE GROUNDS FOR TERMINATION OF THIS AGREEMENT AND ANY CONTRACT ENTERED INTO AS A RESULT OF THIS AGREEMENT.

# DIVISION OF ADMINISTRATION

STATE OF LOUISIANA

## Office of State Procurement

### Contract Line Detail

<b>Contract #</b>	4400006390	<b>Contract Line Item #</b>	1
<b>Product Category</b>	41121500 - PIPETTES AND LIQUID HANDLING EQUIPMENT AND SUPPLIES	<b>Delivery Days ARO</b>	0
<b>Material Number</b>			
<b>Supplier Text</b>			

**Locations**  
Statewide

**Contract Line Description:**  
VWR Lab Equip & Supplies

### Catalog Items

1-2 of 2  
1

MDM Catalog Ref. #	Supplier Part #	Catalog Item Long Description	UOM	Gr
969930		LABORATORY SUPPLIES, VWR NET PRICING LINE - ENTER AGENCY USERNAME/EMAIL AND ASSIGNED PASSWORD AT WWW.VWRSP.COM FOR LOG IN TO ACCESS LOUISIANA LANDING PAGE AND NET PRICING. BRANDNAME:	Each	\$0.00
969931		LABORATORY SUPPLIES, VWR SHIPPING/HANDLING CHARGES FOR ORDERS NOT IN ACCORDANCE WITH CONTRACT STANDARD TERMS AND CONDITIONS. BRANDNAME:	Each	\$0.00

1-2 of 2  
1



**PARTICIPATING ADDENDUM  
NASPO ValuePoint COOPERATIVE PURCHASING PROGRAM  
Laboratory Equipment and Supplies  
Administered by the State of Idaho (hereinafter "Lead State")**

**MASTER AGREEMENT  
Master Agreement No. MA16000234-2**

VWR International, L.L.C.  
(hereinafter "Contractor")  
And  
The State of Louisiana  
(hereinafter "Participating State")  
Participating State Contract Number: 4400006390

**1. Scope**

This Addendum covers the Laboratory Equipment and Supplies contracts led by the State of Idaho along with a multi-state sourcing team for use by all state agencies and local government entities, institutions of higher education, and school districts located in the State of Louisiana who are authorized by the State of Louisiana statutes to utilize state contracts.

**2. Participation**

Use of specific NASPO ValuePoint cooperative contracts by state agencies, political subdivisions and other entities (including cooperatives) authorized by an individual state's statutes to use state contracts are subject to the prior approval of the respective State Chief Procurement Official. Issues of interpretation and eligibility for participation are solely within the authority of the State Chief Procurement Official.

**3. Term**

The term of this Participating Addendum and State Contract Number 4400006390 shall be effective upon the date of final execution below (the "Effective Date") by the State of Louisiana through March 31, 2019, unless otherwise terminated in accordance with the termination provisions of this Participating Addendum or the Master Agreement. This Participating Addendum and State Contract Number 4400006390 may be extended in accordance with the terms and conditions of the Master Agreement.

**4. Non-Exclusive Contract**

The contract shall be non-exclusive and shall not in any way preclude the State of Louisiana from entering into similar contracts and/or arrangements with other vendors or from acquiring similar, equal or like goods and/or services from other entities or sources.

5. **Modifications and/or Additions to the Master Agreement**

A. The following Product Lines are excluded from purchase under State Contract Number 4400006390:

- Professional Services
- Consulting Services
- Lease Agreements
- Travel

B. **Administrative Fee:**

Contractor shall pay a 1% administrative fee to the State of Louisiana. The fee shall be submitted quarterly and shall be based on the total net (gross sales minus returns, credits and deductions) sales to the State of Louisiana. The check is to be made payable to the State of Louisiana, Division of Administration, Office of State Procurement and is to be mailed to the Office of State Procurement, Attn: Kara Allan, P. O. Box 94095, Baton Rouge, LA 70804-9095. Payment shall be made in accordance with the following schedule:

First Quarter:	January 1 through March 31, due April 30
Second Quarter:	April 1 through June 30, due July 31
Third Quarter:	July 1 through September 30, due October 31
Fourth Quarter:	October 1 through December 31, due January 31

C. **Amendments:**

Any further Amendments to the Master Agreement after the Effective Date of this Participating Addendum, that have been approved by the Lead State, will not be applicable to this Participating Addendum and will not be valid unless made in writing as an amendment to this Participating Addendum, signed by the parties and approved as required by the laws of the State of Louisiana. No oral understanding or agreement not incorporated in this Participating Addendum is binding on any of the parties.

D. **Assignment:**

The Contractor shall not assign any interest in this Participating Addendum or State Contract Number 4400006390 by assignment, transfer or novation without prior written consent of the State. This provision shall not be construed to prohibit the Contractor from assigning his bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to the State.

E. **Cancellation:**

**Termination for Cause:** The State may terminate this Participating Addendum, State Contract Number 4400006390, or any order issued pursuant to State Contract Number 4400006390 for cause based upon the failure of Contractor to comply with the terms and/or conditions of this Participating Addendum, State Contract Number 4400006390, or any order issued pursuant to State Contract Number 4400006390 provided that the State shall give the Contractor written notice specifying the Contractor's failure. If within thirty (30) days after receipt of such notice, the Contractor shall not have corrected such failure or, in the case of failure which cannot be corrected in thirty (30) days, begun in good faith



to correct such failure and thereafter proceeded diligently to complete such correction, then the State may, at its option, place the Contractor in default and this Participating Addendum, State Contract Number 4400006390, or any order issued pursuant to State Contract Number 4400006390 shall terminate on the date specified in such notice.

The Contractor may exercise any rights available to it under Louisiana law to terminate for cause upon the failure of the State to comply with the terms and conditions of this Participating Addendum, State Contract Number 4400006390, or any order issued pursuant to State Contract Number 4400006390, provided that the Contractor shall give the State written notice specifying the State's failure and a reasonable opportunity for the State to cure the defect.

**Termination for Convenience:** The State may terminate this Participating Addendum, State Contract Number 4400006390, or any order issued pursuant to State Contract Number 4400006390 at any time by giving thirty (30) days written notice to contractor of such termination or negotiating with the Contractor an effective date.

**Termination for Non-Appropriation of Funds:** The continuation of this Participating Addendum, State Contract Number 4400006390, or any order issued pursuant to State Contract Number 4400006390 is contingent upon the continuation of an appropriation of funds by the legislature to fulfill the requirements of this Participating Addendum, State Contract Number 4400006390, or any order issued pursuant to State Contract Number 4400006390. If the legislature fails to appropriate sufficient monies to provide for the continuation of this Participating Addendum, State Contract Number 4400006390, or any order issued pursuant to State Contract Number 4400006390, or if such appropriation is reduced by the veto of the Governor or by any means provided in the appropriations act or Title 39 of the Louisiana Revised Statutes of 1950 to prevent the total appropriations for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of this Participating Addendum, State Contract Number 4400006390, or any order issued pursuant to State Contract Number 4400006390; this Participating Addendum, State Contract Number 4400006390, or any order issued pursuant to State Contract Number 4400006390 shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

Contractor should be aware that our legislative process is such that it is often impossible to give prior notice of the non-appropriation of funds.

**F. Governing Law:**

This Participating Addendum, State Contract Number 4400006390, or any order issued pursuant to State Contract Number 4400006390 shall be governed by and interpreted in accordance with the laws of the State of Louisiana. Venue of any action brought with regard to this Participating Addendum, State Contract Number 4400006390, or any order issued pursuant to State Contract Number 4400006390 shall be in the Nineteenth Judicial District Court, parish of East Baton Rouge, State of Louisiana.

**G. Taxes:**

Any taxes, other than State and local sales and use taxes from which the State of Louisiana is exempt, shall be assumed to be included within the total cost.

**H. Electronic Vendor Payment Solutions:**

The State desires to make payments electronically. The methods of payment may be via the State's LaCarte card (procurement card), EVP method that converts check payments to a Visa credit card account with unique security features and electronic remittance notifications, or EFT payments sent directly from the State's bank directly to the payee's bank. See Attachment A for additional information regarding electronic payment methods.

**I. Late Payments:**

Interest due by a State agency for late payments shall be in accordance with La. R.S. 39:1695 at the rates established in La. R.S.13:4202.

**J. Public Information:**

For the purposes of this Participating Addendum, the provisions of the Louisiana Public Records Act (La. R.S. 44.1 et. seq.) will be in effect.

**K. Reports:**

Contractor shall submit detailed sales data reports quarterly to the State of Louisiana Contracts Manager. Initiation and submission of the quarterly reports to the State of Louisiana is the responsibility of the Contractor without prompting or notification by the State of Louisiana Contracts Manager. The format for the detailed sales data report shall be in accordance with the reporting format approved by the lead state. The due dates of each quarterly report are as follows:

First Quarter:	January 1 through March 31, due April 30
Second Quarter:	April 1 through June 30, due July 31
Third Quarter:	July 1 through September 30, due October 31
Fourth Quarter:	October 1 through December 31, due January 31

**L. Contract Controversies:**

Any claim or controversy arising out of this Participating Addendum, State Contract Number 4400006390, or any order issued pursuant to State Contract Number 4400006390, shall be resolved by the provisions of Louisiana Revised Statute 39:1673.

**M. Code of Ethics:** The Contractor acknowledges that Chapter 15 of Title 42 of the Louisiana Revised Statutes (La. R.S. 42:1101 et. seq., Code of Governmental Ethics) applies to the Contracting Party in the performance of services called for in this Participating Addendum, State Contract Number 4400006390, or any order issued pursuant to State Contract Number 4400006390. The Contractor agrees to immediately notify the state if potential violations of the Code of Governmental Ethics arise at any time during the term of this Participating Addendum, State Contract Number 4400006390, or any order issued pursuant to State Contract Number 4400006390.

**6. Louisiana Pricing Schedule ("LAPS") Contract**

State Contract Number 4400006390 has been designated as a Louisiana Pricing Schedule ("LAPS") contract and LAC 34.V.1709 must be followed by Louisiana purchasing entities utilizing the contract.

**7. Primary Contacts**

The primary contact individuals for this Participating Addendum are as follows (or their named successors):

**Contractor**

Name	Lewis McMillan
Address	100 Matsonford Road, Suite 200, Radnor PA 19087-8660
Telephone	770-335-7925
Fax	484-881-5697
E-mail	<u>Lewis Mcmillan@vwr.com</u> with copy to <u>government@vwr.com</u>

**Participating State**

Name	Felicia Sonnier
Title	Assistant Director-Purchasing
Address	Office of State Procurement P. O. Box 94095 Baton Rouge, LA 70804-9095
Telephone	225-342-8029
Fax	225-342-9756
E-mail	<u>felicia.sonnier@la.gov</u>

The Parties will keep and maintain current at all times a primary point of contact for administration of this Participating Addendum.

**8. Price Agreement Number**

All purchase orders issued by participating entities within the jurisdiction of this Participating Addendum shall include NASPO Master Agreement Number MA16000234-2 and the State Contract Number 4400006390 .



**9. Orders**

Any Order placed by a Participating Entity or Purchasing Entity for a Product and/or Service available from this Participating Addendum and/or State Contract Number 4400006390 shall be deemed to be a sale under (and governed by the prices and other terms and conditions) of the Master Agreement unless the parties to the Order agree in writing that another contract or agreement applies to such Order.

**10. Entire Agreement**

This Participating Addendum and the NASPO Master Agreement together with its exhibits, set forth the entire agreement between the parties with respect to the subject matter of all previous communications, representations or agreements, whether oral or written. The terms and conditions of this Participating Addendum shall prevail and govern in the case of any inconsistency or conflict with the terms and conditions of the Master Agreement, as to the Participating State and shall otherwise have no impact on the Master Agreement and its exhibits.

IN WITNESS WHEREOF, the parties have executed this Participating Addendum as of the date of execution by both parties below.

Participating State: State of Louisiana	Contractor: VWR International, LLC
By: 	By: 
Name: Paul A. Holmes	Name: Jennifer Schauble
Title: Director of State Procurement	Title: Director, Contracts Management
Date:	Date: 4/1/16

**ATTACHMENT A – Electronic Vendor Payment Solutions**

In an effort to increase efficiencies and effectiveness as well as be strategic in utilizing technology and resources for the State and vendors, the State intends to make all payments to vendors electronically. The LaCarte procurement card will be used for purchases of \$5,000 and under, and where feasible, over \$5,000. Vendors will have a choice of receiving electronic payment for all other payments by selecting the Electronic Vendor Payment solution (EVP) or Electronic Funds Transfer (EFT). If you receive an award and do not currently accept the LaCarte card or EVP or have not already enrolled in EFT, you will be asked to comply with this request by choosing one the following three options. You may indicate your acceptance below.

The LaCarte Procurement Card uses a Visa card platform. Vendors receive payment from state agencies using the card in the same manner as other Visa card purchases. Vendors cannot process payment transactions through the credit card clearinghouse until the purchased products have been shipped or received or the services performed.

For all statewide and agency term contracts:

- Under the LaCarte program, purchase orders are not necessary. Orders must be placed against the net discounted products of the contract. All contract terms and conditions apply to purchases made with LaCarte.
- If a purchase order is not used, the vendor must keep on file a record of all LaCarte purchases issued against this contract during the contract period. The file must contain the particular item number, quantity, line total and order total. Records of these purchases must be provided to the Office of State Purchasing on request.

EVP method converts check payments to a Visa credit card thereby streamlining payments to your organization. Participants receive a credit card account number with unique security features. This card will have \$0 available funds until an invoice is approved for payment. As payments are approved, electronic remittance notifications are sent via email along with approval to charge the card for that amount. EVP requires no change to current invoice procedures; it is secure, and does not require your bank information.

EFT payments are sent from the State's bank directly to the payee's bank each weekday. The only requirement is that you have an active checking or savings account at a financial institution that can accept Automated Clearing House (ACH) credit files and remittance information electronically. Additional information is available at <http://www.doa.louisiana.gov/OSRAP/EFTforWebsite.pdf> . To facilitate this payment process, you will need to complete and return both EFT enrollment forms found at <http://www.doa.louisiana.gov/ERP/pdfs/LaGov%20AP-03%20-%20EFT%20Vendor%20Enrollment%20Form.pdf> and <http://www.doa.louisiana.gov/OSRAP/EFTforWebsite.pdf>

Please check which option you will accept or indicate if you are already enrolled.

Payment Type	Will Accept	Already enrolled
LaCarte	<u>X</u>	
EVP		
EFT	<u>X</u>	

*VWR will enroll.*

Jennifer Schauble  
Printed Name of Individual Authorized

Jennifer M Schauble  
Authorized Signature for payment type chosen

4/1/16  
Date

6103861457, jennifer-schauble@vwr.com  
Email address and phone number of authorized individual

