



Request for Vendor Contract Update

Pursuant to the terms of your awarded vendor contract, all vendors must notify and receive approval from Region 4/OMNIA Partners, Public Sector when there is an update in the contract. No request will be officially approved without the prior authorization of Region 4. Region 4 reserves the right to accept or reject any request.

HP Inc. hereby provides notice of the following update to
(Vendor Name)
Contract number: R171402 for Managed Print Services on this date 06/16/2020.
Contract Title

Instructions: Vendors must check all that may apply and shall provide supporting documentation. Place your initials next to each item to confirm that documents are indeed included. Request received without supporting documentation will be returned. Be sure to sign prior to submitting your update for approval. **This form is not intended for use if there is a material change in operations, which may adversely affect members, i.e. assignment, bankruptcy, change of ownership, merger, etc. Please contact a member of the OMNIA Partners Contracting Team to request a "Notice of Material Change to Vendor Contract" form.**

- Authorized Distributors/Dealers**
 Addition (see list at the bottom of this sheet)
 Deletion
 EL Supporting Documentation
- Products/Services**
 New Addition
 Update Only
 Supporting Documentation
- States/Territories**
 Supporting Documentation
- Price Update**
 Supporting Documentation
- Discontinued Products/Services**
 Supporting Documentation
- Other** Managed Cartridge SOW
 Supporting Documentation

Notes: Vendor may include other notes regarding the contract update here: (attach another page if necessary).

HP has Cartridge billing options available we call Managed Cartridge Bill ("MCB"). This billing option is based on the toner or ink cartridges shipped during the billing period. HP is submitting this request to add Cartridge billing method that is tied to the existing Pricing Schedule not to exceed CPC or lower for volume purchases. ~~When using this MCB, invoices will show the price of the cartridge which is based upon the CPC x quantity of the volume published for that cartridge.~~ It's our understanding that this is a widely used and requested method by many procuring entities. For that reason, HP is requesting approval on the additional Statement of Work (SOW) for MCB.

Submitted By: Debra Lee
Director, Contract Sales Management
Title: _____
847-922-2977
Contact Number: _____
Email Address: debra.lee@hp.com

Approved Date 6/19/2020 | 11:58 AM PDT
 Denied Date _____

DocuSigned by:
Robert Engelmann
Region 4 ESC: 0B1D33BB0130490

Addition: Novatech, Inc. #10302084