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| **IT Equipment Leasing**  Solicitation Number: 5400025256  Contract Number: 4400033431  Contract Period: 2/7/2024 to 2/6/2031  [Contract Terms and Conditions](https://webprod.cio.sc.gov/SCSolicitationWeb/contractSearch.do?solicitnumber=5400025256)  Page Last Updated 6/22/2017 | **ITMO Procurement Manager:**  Lillanea Bouknight  803-737-3224  [lbouknight@mmo.sc.gov](mailto:lbouknight@mmo.sc.gov) |

The State of South Carolina IT Management Office (ITMO) and Ontario Investments Inc. executed a Master Equipment Lease Agreement on November 7, 2023.

**Equipment eligible** to be leased under the Master Equipment Lease Agreement includes information technology and software, together with any and all additions, modifications, attachments, accessions, substitutions, replacements and parts thereof.

**Procedure:** Upon request of the Using Government Unit, Equipment vendors shall issue a quote in accordance with the applicable Purchase Agreement\* directly to the Using Government Unit. The quote shall include any applicable sales, use or similar front-end tax, any software costs or licensing fees, out-of-pocket costs incurred in delivering and installing the Equipment and any similar costs with respect to the Equipment.

\*The applicable Purchase Agreement means a purchase contract or order with a Vendor for the purchase of Equipment, provided the contract was either (a) awarded by ITMO to serve as an open-ended public procurement, e.g., a government wide, a statewide term or a multi-agency contract, as certified by an officer of Master Lessee, or (b) approved in writing by the Chief Procurement Officer for use in connection with this Master Agreement.

Upon receipt of the quote, the Using Governmental Unit shall then forward the quote, along with the two forms below (Exhibits H and N) to [jmarsallojr@ontinv.com](mailto:jmarsallojr@ontinv.com) .

**Vendors** should send invoices SHOWING LESSEE (SC ENTITY) AS PURCHASER to [jmarsallojr@ontinv.com](mailto:jmarsallojr@ontinv.com)

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| **Exhibit H (Click Here)** | **Exhibit N (Click Here)** |

**Ontario Contact Information:**

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| Jim Marsallo, Jr.  Phone: 315-431-4676  jmarsallojr@ontinv.com |

**Rates:**

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| Term / Payment Schedule: | Annual in Advance | Monthly in Arrears |
| 3 years (36 months)\*\*\* | Prime Rate for the previous week +  3.00% | Prime Rate for the previous week + 3.10% |
| 4 years (48 months) | Prime Rate for the previous week + 5.00% | Prime Rate for the previous week + 5.10% |
| 5 years (60 months) | Prime Rate for the previous week + 6.00% | Prime Rate for the previous week + 6.10% |

\*\*\*3 year (36 month) leases require ITMO pre-approval (submit a business justification to the Procurement Officer)