

SERVICE PURCHASE CONTRACT

ICS: 310 320

ISSUING OFFICE		CONTRACTOR'S NAME & ADDRESS		SHOW THIS CONTRACT INQUIRY NUMBER ON INVOICE	
PA State System of Higher Education West Chester University of Pennsylvania Purchasing Department 201 Carter Drive, Suite 200 West Chester, PA 19383		ALLEN CONTROL & INSTRUMENT SERVICE 228 HIGHLAND AVE PENNDDEL, PA 19047		SP 4000030662	
Contracting Officer Barbara Cooper Reference Number : SP		Contact Person Phone: Fax:		PROVIDE SERVICE AND BILL TO: West Chester University of PA Accounts Payable 201 Carter Drive, Suite 200 West Chester, PA 19383	
Effective Date:		Expiration Date: 09/18/2013		Contact Person Theresa Firkaly Fax:	
		Contractor's Federal Id or Soc.Sec.No		CONTRACT NOT TO EXCEED \$ 6,000.00	
		Contractor's License or Registration No.			

SPECIFIED	QUANTITY	UNIT PRICE	TOTAL PRICE
<p>This order includes Standard Terms and Conditions found at PASSHE website: http://www.passhe.edu/partners/Documents/STD-274Rev050704.pdf and are hereby incorporated herein by reference as if fully attached.</p> <p>This Service Purchase Contract becomes effective once the effective date is fixed by the Contracting Officer after the Contract has been fully executed by Contractor and by the Commonwealth and all approvals required by Commonwealth contracting procedures have been obtained. The Contract shall not be a legally binding contract until after the Effective Date is affixed and the fully executed Contract has been sent.</p> <p>PLEASE NOTE: To ensure proper and efficient invoice processing please make sure to include the 10 digit Purchase Order number or Service Purchase Contract number on your invoice when submitting for payment. Invoices received that do not contain this number will cause a delay in processing payment and / or will be returned.</p> <p>Control Service</p> <p>Provide Certified Instrumentation Control system services and repairs, including boiler tune up for five boilers as per DEP requirements in accordance with Quotation #117-090612-3 dated Sept. 6, 2012, attached hereto.</p> <p>Contact Person: E. David Jones EJones@wcupa.edu</p>	1 EA	\$ 6,000.00	\$ 6,000.00
SERVICE CODE:		TOTAL ▶	\$ 6,000.00

In compliance with the contract terms, conditions and specifications, the undersigned, on behalf of the Contractor, which intends to be legally bound hereby, offers and agrees to provide the specified services at the price(s) set forth above at the time(s) and point(s) specified. In addition to this document, the following contract terms, conditions and specifications are a part of the contract :

1. STD-274 available at http://www.passhe.edu/partners/Documents/STD274_SAP.pdf

COMMONWEALTH SIGNATURE	CONTRACTOR'S SIGNATURE (IN INK)
PURCHASING AGENCY HEAD OR DESIGNEE DATE	PRESIDENT/VICE PRESIDENT/MANAGER/PARTNER/OWNER DATE (SIGN BELOW, PRINT NAME, AND CIRCLE TITLE)
APPROVED AS TO FISCAL RESPONSIBILITY, BUDGETARY APPROPRIATENESS AND AVAILABILITY OF FUNDS	SECRETARY/ASSISTANT SECRETARY/TREASURER/ASSISTANT TREASURER DATE (SIGN BELOW, PRINT NAME, AND CIRCLE TITLE)
COMPTROLLER DATE	

COMMONWEALTH ATTORNEY APPROVALS APPROVED AS TO FORM AND LEGALITY											
PURCHASING AGENCY ATTORNEY DATE				OFFICE OF GENERAL COUNSEL (IF REQUIRED) DATE				OFFICE OF ATTORNEY GENERAL (IF REQUIRED) DATE			

FUND	DEPT	APP.	YR	LDG	ORG	COST FUNCTION	OBJ	AMOUNT OF ENCUMBRANCE	PRE-EMCUMBRANCE NUMBER	AMT. OF PRE-ENC. LIQUIDATED	CODING
											PRE-AUDIT
											POSTED