

ATTACHMENT A

This Solicitation is a Contract Document and is a request for proposal in connection with the Contract awarded by the Office of Management and Enterprise Services as more particularly described below. Any defined term used herein but not defined herein shall have the meaning ascribed in the General Terms or other Contract Document.

Purpose

The Office of Management and Enterprise Services (OMES), Information Services Division (ISD) seeks proposals from lease finance companies interested in financing third party Lease Agreements for The State of Oklahoma (State) to provide lease financing for Information Technology (IT) and other equipment.

OMES plans to enter into a Lease Agreement with a leasing company to provide the financing for planned IT equipment leases including but not limited to servers, switches, computers, and other equipment under the direction of ISD or the requesting entity.

1. Contract Term and Renewal Options

The lease will run for a term of four (4) years or as prescribed by the needs of the agency.

2. Contract Specifications

2.1 The Lease Agreement will cover materials, equipment and installation costs.

2.2 Insurance

2.2.1 The risk of loss or damage of the Equipment is borne solely by the Supplier.

2.2.2 Supplier shall be required to purchase and maintain during the Term, comprehensive public liability insurance naming the State or State Entities as additional insured.

2.2.3 The cost of the insurance should be spelled out for each item independently.

2.2.4 The Supplier will provide insurance and provide a line item monthly insurance quote (fixed) for each instance based on the type of property leased.

2.2.5 Each lease schedule is required to show the amount of the lease payment and the amount of the insurance costs separately.

2.3 Proposed Interest Rates

2.3.1 Interest rates shall be based on an annual not to exceed rate.