

SOFTWARE EXPRESS PRODUCTS LIST 3758 INSTRUCTIONS FOR CDW GOVERNMENT LLC

How to contact vendor, obtain pricing quotations, and place your order

1. Overview

- 1.1 ITS Request for Proposal 3758 solicited proposals to choose one or more resellers to handle purchases for certain specifically named, commercial off-the-shelf utility and general software and related maintenance and services.
- 1.2 CDW Government LLC (CDW-G) is one of five vendors awarded under Express Products List (EPL) 3758.
- 1.3 To obtain the ordering instructions for the other vendors, go to the Software EPL 3758 page on the ITS website.
<http://www.its.ms.gov/Procurement/Pages/Software.aspx>
- 1.4 This document is intended to be a supplement to the “Instructions for Use for Software Express Products List 3758” that is available at the ITS web address above.

2. Software Manufacturers approved for CDW-G under EPL 3758

CDW-G is approved to sell software licenses, maintenance, media and documentations for the following software manufacturers under RFP 3758.

- 2.1 Adobe CLP and TLP. FLP products are excluded
- 2.2 Attachmate
- 2.3 Autodesk
- 2.4 Citrix
- 2.5 Corel
- 2.6 Computer Associates
- 2.7 EMC – Networker and Replistor software only
- 2.8 IBM Passport Agreement
- 2.9 McAfee
- 2.10 Novell
- 2.11 Open Text (formerly Hummingbird)
- 2.12 Quest (acquired by Dell)
- 2.13 SAP Business Objects (Crystal Reports/Decisions)
- 2.14 Sophos
- 2.15 Symantec Government/Academic
- 2.16 Trend Micro
- 2.17 VMWare

The scope of Software EPL 3758 is for desktop and utility software operating in a Windows and Linux environment. Many of the above manufacturers offer mainframe platform products that are out of scope for this EPL.

3. How to Obtain Price Quotations from CDW-G

PURCHASES MADE FROM THIS LIST MAY NOT EXCEED \$250,000 PER PROJECT.

Each Software Manufacturer would be considered a separate project. For purchases over \$50,000 per project, the customer must obtain quotations from two or more EPL vendors.

Pricing on this list expires 06/30/2017.

3.1 *Written Quotation Method*

To request pricing and availability of products from the software manufacturers, contact the CDW-G representative listed below in item 4. CDW-G will help with your configuration and FAX or E-Mail you a written quotation using the CDW-G discounts proposed under RFP 3758. The written quotation should be included in your purchase/audit file.

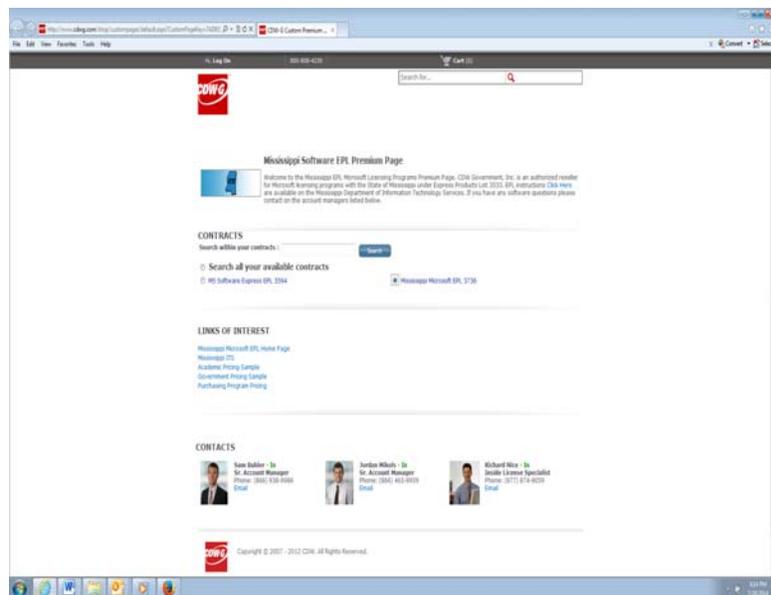
3.2 *CDW-G Website Method*

Alternatively or in addition to calling CDW-G you may check pricing and obtain the information needed for your purchase order from the CDW-G Web Site <http://www.cdwg.com/mssoftware>. When doing so note the following:

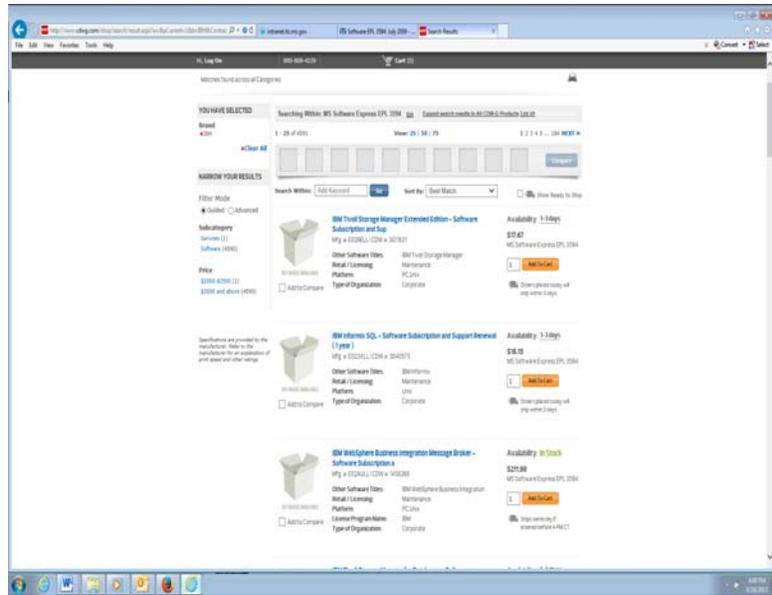
3.2.1 Do not depend entirely on the published product lists. The published lists are intended as a sampling of products only.

3.2.2 Because the published price list may not contain all products or the latest pricing, you should get quotes from approved EPL vendors before making a purchase.

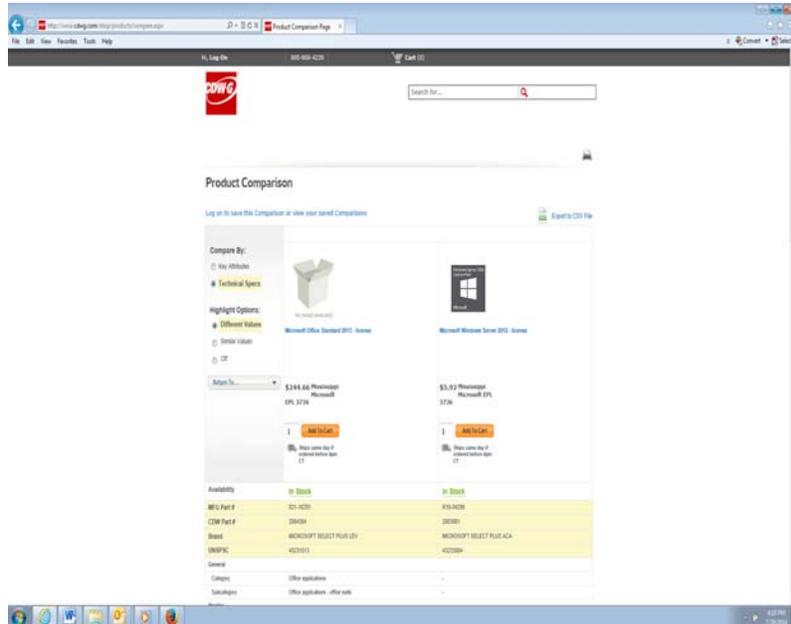
3.2.3 There is no login or password required to access the CDW-G Software EPL RFP website. Simply click on the MS Software Express EPL link located in the middle of the page.



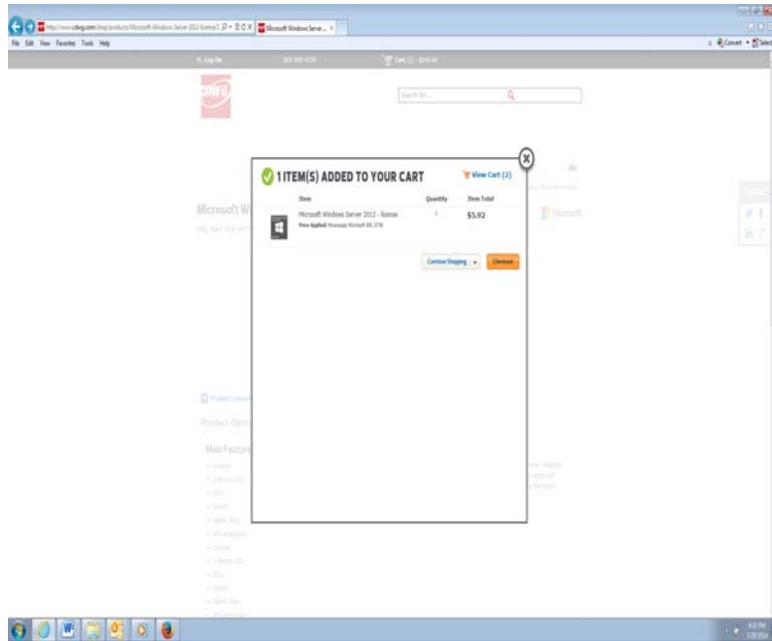
3.2.4 From here you can browse all of the software offered under Software EPL 3758 by category, or you can search by brand or price.



3.2.5 By selecting a software category, you can view, compare and select products within that category.

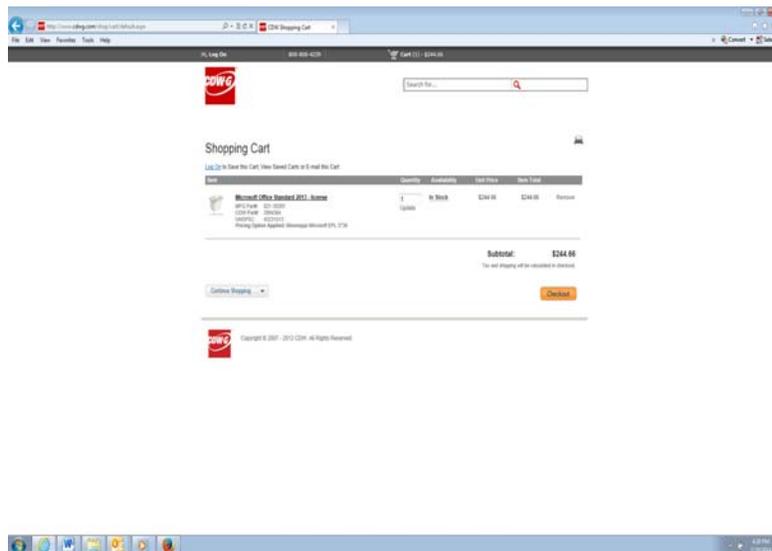


3.2.6 Simply choose the “Add To Cart” button to add a product to your shopping cart.



3.2.7 Print the shopping cart page to serve as your quote. By proceeding to check out you will be prompted for a method of payment to complete your online purchase.

3.2.8 You may also choose to select the “Save This Cart” option located above your quote. You will then be directed to a new screen to which will allow you to login to your existing account or create a new account.



3.2.9 To have a copy of a price list for one of the approved EPL 3758 manufacturers e-mailed to you, contact the CDW-G representative on the next page.

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Pricing on this list expires 06/30/2017.

3.3 Miscellaneous Tips

- 3.3.1 Be sure to print the page showing the products you will order and place this in your purchase/audit file.
- 3.3.2 Be aware that you must order distribution media (CD ROM or DVD) for each product you license, as well as for any upgrades you order.
- 3.3.3 CDW-G will guarantee the prices from their written quotations or website as not-to-exceed pricing for sixty (60) days should there be an increase from the manufacturer and will honor the lower price should there be a decrease from the manufacturer.
- 3.3.4 Shipping costs are included as part of the purchase price.

4. **How to Contact CDW-G and Place Your Order**
 Please contact CDW-G with questions regarding pricing or products under EPL 3758. Contact information is as follows:

Contact Information	Place Order To	Remit To
<p>Sales Manager State and Local Ashley DiCiurcio Phone: (877) 765-2940 Fax: (312) 705-4678 ashleyd@cdw.com</p> <p>Sales Representative State and Local Adam Prather Phone: (877) 705-0368 Fax: (312) 705-7772 adampra@cdwg.com</p> <p>Sales Manager K-12 Education Alex Arteaga Phone: (312) 705-5653 Fax: (312) 705-7653 alexart@cdw.com</p> <p>Sales Manager Higher Education Lisa Litherland Phone: (866) 499-2651 Fax: (312) 705-4781 lisalit@cdw.com</p>	<p>CDW Government LLC. 230 N. Milwaukee Avenue Vernon Hills, IL 60061</p>	<p>CDW Government LLC 75 Remittance Drive Suite #1515 Chicago, IL 60675-1515</p> <p>ARRA Participant</p>
For MAGIC Customers	Contract Number	Supplier Number
	8500000251	3100035594

5. **How to Request Assistance from ITS.**
 Please contact the Procurement Help Desk, 601-432-8166 or isshelp@its.ms.gov.