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**ARIZONA DEPARTMENT OF ADMINISTRATION**  
**ENTERPRISE PROCUREMENT SERVICES DIVISION**  
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**Instructions for Order Form:**

One Agency can supply many order forms.

When a manufacturer is specified for a CPU that selection is final. For example, if an organization specifies HP as their manufacturer and Gateway comes in with a lower price, the organization CANNOT alter their order.

The specified manufacturer is for CPU only. If the manufacturer is allowed to offer generic brands through their contract they may do so for monitors, floppy drives, laptop cases, etc.

Please input numbers for all configurations and options for each configuration.

**State of Arizona  
Spring 2005 PC Buy**

**Order Form Due to EPS 4/8/2005**

**Please Circle One:**

K – 12      Higher Ed      State and Local Gov't

Final Delivery Location:

Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/zip: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Contact Phone: \_\_\_\_\_  
Contact Email: \_\_\_\_\_

**Manufacturer (CPU only):**

- Dell**
- Gateway**
- Hewlett Packard**
- IBM**
- MPC**
- No Preference (Lowest Price)**

**Quantity of Order:**

\_\_\_\_\_ : **Desktop – Standard User**  
\_\_\_\_\_ : 3  Floppy Drives – installed if internal  
\_\_\_\_\_ : Fourth year support service  
\_\_\_\_\_ : **Desktop – Power User**  
\_\_\_\_\_ : 3  Floppy Drives– installed if internal  
\_\_\_\_\_ : Fourth year support service  
\_\_\_\_\_ : **Desktop – Small Form Factor**  
\_\_\_\_\_ : 3  Floppy Drives– installed if internal  
\_\_\_\_\_ : Fourth year support service  
\_\_\_\_\_ : **Laptop – Travel**  
\_\_\_\_\_ : 3  Floppy Drives– installed if internal  
\_\_\_\_\_ : Fourth year support service  
\_\_\_\_\_ : Docking Port Replicator  
\_\_\_\_\_ : **Laptop – Desktop Replacement**  
\_\_\_\_\_ : 3  Floppy Drives– installed if internal  
\_\_\_\_\_ : Fourth year support service  
\_\_\_\_\_ : Docking Port Replicator  
\_\_\_\_\_ : **17” Flat Panel Monitor** (No Manufacturer requirement)  
\_\_\_\_\_ : **19” Flat Panel Monitor** (No Manufacturer requirement)

**Service Order:**

\_\_\_\_\_ Units for Storage/Scheduled Delivery:

State Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

\_\_\_\_\_ Units for Imaging Services

State Contact Person: \_\_\_\_\_

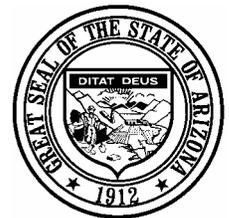
Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**CPO Signature:** \_\_\_\_\_

**CFO Signature:** \_\_\_\_\_

\_\_\_\_\_ :



## **General Qualifications:**

**All specifications are minimums. Parts must meet or exceed specifications.**

**Part Standards:** Computers must be Tier 1. The State requires that all machines have consistent components throughout the order to maintain image stability.

**Service Requirements:** The awarded contractor must provide where requested:

- Imaging Services
- Scheduled Delivery

**State-Options:** (Quantities will be different than those for the PC configurations)

17" Flat Panel Monitor:

- Active Matrix
- 3 yr Warranty
- Replacement turn-around – under 1 wk
- Resolution 1280 x 1024
- Height adjustment / tilt / swivel capabilities

19" Flat Panel Monitor:

- Active Matrix
- 3 yr Warranty
- Replacement turn-around – under 1 wk
- Resolution 1280 x 1024
- Height adjustment / tilt / swivel capabilities

Floppy Drive:

- Installed at time of shipment if internal

Docking Port Replicator for Travel Laptop:

Docking Port Replicator for Desktop Replacement Laptop:

Fourth year of Hardware Support Service for each model of configuration:

**Standard Configurations as of 3/28/2005:  
Desk Top; Standard User**

**Chassis:** Tower, Full metal chassis, tool-less cover removal

**Processor:** Intel? Pentium? 4 Processor 2.80GHz, 533MHz FSB or equivalent

**Cache:** 512K

**Memory:** 512MB, Non-ECC, at least one (1) available memory slot

**Keyboard:** PS/2 keyboard

**Video Card:** Integrated Video

**Hard Drive:** 40GB EIDE, 7200 RPM, ATA/100 Hard Drive

**OS:** MS Windows XP Pro

**Mouse:** USB 2-Button Optical Mouse with Scroll

**Integrated Network Adapter (NIC):** Integrated Intel Gigabit NIC, 10/100/1000, with Alert Standards Format or equivalent

**Optical Storage Device:** CD-ROM

**Audio Solution:** Integrated with external out in the front

**Speaker:** Internal Audio Speaker

**Hardware Support Service:** 3 years parts, 3 years labor; On-site Manufacturer Warranty at Device Location

**USB Ports:** Four (4) USB ports available with at least two (2) in front.

**Life Cycle:** At least 6 months left in hardware lifecycle

**Standard Configuration:  
Desk Top; Power User**

**Chassis:** Tower, Full metal chassis, tool-less cover removal

**Processor:** Intel? Pentium? 4 Processor 3.20GHz, 800MHz FSB or equivalent

**Cache:** 512K

**Memory:** 1.0GB, Non-ECC, at least one (1) available memory slot

**Keyboard:** PS/2 keyboard

**Video Card:** 128MB Nvidia GeForce FX 5200 w/VGA Cables, Full Height DualMonitor or equivalent

**Hard Drive:** Serial ATA 80GB 7200RPM 8MB cache minimum

**OS:** MS Windows XP Pro

**Mouse:** USB 2-Button Optical Mouse with Scroll

**Integrated Network Adapter (NIC):** Integrated Intel Gigabit NIC, 10/100/1000, with Alert Standards Format or equivalent

**Optical Storage Device:** 16xDVD and 48X/32X/48X CD-RW or equivalent

**Audio Solution:** Integrated with external out in the front

**Speaker:** Internal Audio Speaker

**Hardware Support Service:** 3 years parts, 3 years labor; On-site Manufacturer Warranty at Device Location

**USB Ports:** Four (4) USB ports available with at least two (2) in front.

**Life Cycle:** At least 6 months left in hardware lifecycle

**Standard Configuration:  
Desk Top; Small Form Factor**

**Chassis:** Small Form Factor, Full metal chassis, tool-less cover removal, lockable

**Processor:** Intel? Pentium? 4 Processor 3.20GHz, 800MHz FSB or equivalent

**Cache:** 512K

**Memory:** 1.0GB, Non-ECC, at least one (1) available memory slot

**Keyboard:** PS/2 keyboard

**Video Card:** 128MB Nvidia GeForce FX 5200 w/VGA Cables, Full Height DualMonitor or equivalent

**Hard Drive:** Serial ATA 80GB 7200RPM 8MB cache minimum

**OS:** MS Windows XP Pro

**Mouse:** USB 2-Button Optical Mouse with Scroll

**Integrated Network Adapter (NIC):** Integrated Intel Gigabit NIC, 10/100/1000, with Alert Standards Format or equivalent

**Optical Storage Device:** 16xDVD and 48X/32X/48X CD-RW or equivalent

**Audio Solution:** Integrated with external out in the front

**Speaker:** Internal Audio Speaker

**Hardware Support Service:** 3 years parts, 3 years labor; On-site Manufacturer Warranty at Device Location

**USB Ports:** Four (4) USB ports available with at least two (2) in front.

**Life Cycle:** At least 6 months left in hardware lifecycle

**Standard Configuration:  
Laptop; Travel**

**Processor:** Pentium M, 1.4 GHz or equivalent

**Cache:** 1 MB

**Memory:** 512 MB (1 DIMM) and at least 1 available slot

**Display:** XGA or SXGA TFT Backlit 15"

**Video Card:** 32MB ATI Mobility RADEON 7500 4X AGP or equivalent or better

**Hard Drive:** (ATA-100) - Enhanced IDE - 40 GB 5400 RPM

**Floppy Drive:** No floppy drive

**OS:** MS Windows XP Pro

**Mouse:** USB 2-Button Optical Mouse with Scroll

**Integrated Network Adapter (NIC):** Integrated PXE/WOL compliant NIC 10/100 MBPS Integrated 56K V.92 or equivalent

**Wireless Card:** Integrated B 802.11 G

**Optical Storage Device:** 24X DVD-RW

**Battery Life:** 3 hours

**Battery Warranty:** 3 years

**Hardware Support Service:** 3 years Parts & Labor with 3 years Next Business Day Onsite Service

**USB Ports:** Two (2) USB ports available

**Case:** Case Included

**Docking Port Replicator:** Docking Port Capable

**Max Weight:** 6 lbs

**Life Cycle:** At least 6 months left in hardware lifecycle

**Standard Configuration:  
Laptop; Desk Top Replacement**

**Processor:** Pentium class or better, 3.0 GHz or equivalent

**Cache:** 1 MB

**Memory:** 1 GB

**Display:** XGA or SXGA TFT Backlit 17"

**Video Card:** 32MB ATI Mobility RADEON 7500 4X AGP or equivalent or better

**Hard Drive:** (ATA-100) - Enhanced IDE - 40 GB 5400 RPM

**Floppy Drive:** No floppy drive

**OS:** MS Windows XP Pro

**Mouse:** USB 2-Button Optical Mouse with Scroll

**Integrated Network Adapter (NIC):** Integrated PXE/WOL compliant NIC 10/100 MBPS Integrated 56K V.92 or equivalent

**Wireless Card:** Integrated B 802.11 G

**Optical Storage Device:** 24X DVD-RW

**Battery Life:** 3 hours

**Battery Warranty:** 3 years

**Hardware Support Service:** 3 years Parts & Labor with 3 years Next Business Day Onsite Service

**USB Ports:** Two (2) USB ports available

**Case:** Case Included

**Docking Port Replicator:** Docking Port Capable

**Life Cycle:** At least 6 months left in hardware lifecycle