

## EXHIBIT A

### DESCRIPTION OF GOODS & SERVICES AND ADDITIONAL TERMS & CONDITIONS

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#### **1. DESCRIPTION OF GOODS AND SERVICES:**

- (a) The Contractor shall deliver reagents and consumables for DYNEX DSX (ENZYMELINKED IMMUNOSORBENT ASSAY ("ELISA") instrument for the Department of Emergency Services and Public Protection - Division of Scientific Services (collectively referred to as "Client Agency").
- (b) Client Agency shall place purchase orders every 1 to 3 months, depending on number of cases submitted into Client Agency's laboratories.
- (c) Contractor shall deliver all reagents and consumables within one to two (1-2) business days after receipt of purchase order.
- (d) All reagent and consumable kits as listed on Exhibit B must have a shelf life of greater than three (3) months from the date of shipping.
- (e) All Contractor prices are free on board destination, freight prepaid, including shipping and handling costs, with risk of loss on the Contractor until delivery is accepted by Client Agency.
- (f) No substitute reagent and consumable is allowed under the Contract.
- (g) There shall be no minimum purchase order requirements throughout the term of the Contract.
- (h) Contractor shall appropriately label the contents of all delivered reagents and consumables.
- (i) This Contract shall allow Client Agency to request pricing for reagents and consumables at a percentage off the price list for those items not included in the Exhibit B – Price Schedule.

#### **2. ADDITIONAL TERMS AND CONDITIONS:**

##### **(a) Contract Separately/Additional Savings Opportunities**

DAS reserves the right to either seek additional discounts from the Contractor or to contract separately for a single purchase, if in the judgment of DAS, the quantity required is sufficiently large, to enable the State to realize a cost savings, over and above the prices set forth in Exhibit B, whether or not such a savings actually occurs.

##### **(b) P-Card (Purchasing MasterCard Credit Card)**

Notwithstanding the provisions of Section 4(b)(2) of the Contract, purchases may be made using the State of Connecticut Purchasing Card (MasterCard) in accordance with Memorandum No. 2011-11 issued by the Office of the State Comptroller.

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Contractor shall be equipped to receive orders issued by the Client Agency using the MasterCard. The Contractor shall be responsible for the credit card user-handling fee associated with MasterCard purchases. The Contractor shall charge to the MasterCard only upon acceptance of Goods delivered to the Client Agency or the rendering of Services.

The Contractor shall capture and provide to its merchant bank, Level 3 reporting at the line item level for all orders placed by MasterCard.

Questions regarding the state of Connecticut MasterCard Program may be directed to Ms. Kerry DiMatteo, Procurement Card Program Administrator at 860-713-5072.

**(c) Subcontractors**

Subcontracting is not allowed under this Contract.

**(d) Security and/or Property Entrance Policies and Procedures**

Contractor shall adhere to established security or property entrance policies and procedures or both for each requesting Client Agency. It is the responsibility of each Contractor to understand and adhere to those policies and procedures prior to any attempt to enter any Client Agency premises for the purpose of carrying out the scope of work described in this Contract.