

**State of North Carolina E-Procurement Service
Purchasing and Contracts Department
Ordering Instructions for Term Contract 740B Vending Machines**

Brady Distributing Company	Crane Merchandising Systems
Brady Distributing Company 2708 Yorkmont Rd Charlotte, NC 28208	Crane Merchandising Systems 12955 Enterprise Way Bridgeton, MO 63044
Charlie Baio 704-357-6284 704-357-0908 Fax	Debbie Enger 800-325-8811 x3225 314-298-3547 Fax

Steps to Place an Order:

To add manufacturer replacement parts, follow the instructions below

- 1 Call the above contact at either Brady Distributing Company or Crane Merchandising Systems
- 2 Discuss and select the appropriate manufacturer replacement part
- 3 Click on "Add Items" back in E-Procurement
- 4 Click on the tab marked "Non-Catalog"
- 5 In the field titled "Full Description", type in "Vending Machine order per Term Contract 740B" plus additional descriptive text
- 6 In the field titled "Commodity Code", click on the +, select 165-92, 740-85 or 318-50
- 7 In the field titled "Supplier", click on the +, select the appropriate vendor
- 8 In the field titled "Quantity", type in the appropriate quantity of your order
- 9 In the field titled "Unit of Measure", leave the default EACH
- 10 In the field titled "Price", type in the total price. Please refer to the tables below for discounts and pricing on replacement parts, accessories and hot beverage canister configurations
- 11 Complete all other appropriate information on this page and click "Add Item"
- 12 On the View Line Items page click "Edit" to access the Edit Line Item page
- 13 On the drop down box next to "Contract?" select "Statewide". When you select "Statewide", the "Contract ID" Field appears
- 14 Enter your Term Contract ID Number into the "Contract ID" field. Do not use spaces or dashes in the Term Contract ID Number. Your Term Contract Number should be entered as follows: "740B"

- 15 Click "OK"; repeat the "Edit" steps for all State Contract line items; when completed click "Next"
- 16 Complete the Shipping and Accounting screens appropriately
- 17 Submit your eRequisition

Brady Distributing Company

Manufacturer	Vending Machines	Discount	Price List Number and Date
Automatic Products	Factory Installed Options and Styling	0%	Automatic Products 2001 Price List Effective February1, 2002
Automatic Products	Parts	0%	Automatic Products 2001 Price List Effective February1, 2002
Dixie Narco	Accessories	0%	Dixie Narco January 3, 2001
Dixie Narco	Parts	0%	Dixie Narco January 3, 2001
Fastcorp	Accessories	0%	May 18, 1999
Fastcorp	Parts	0%	May 18, 1999
GPL	Factory Installed Options	0%	GPL U.S. Suggested Equipment Price List Effective June 1, 2002
GPL	Parts	0%	GPL U.S. Suggested Equipment Price List Effective June 1, 2002
Rowe	Factory Installed Options	0%	July 2002
Rowe	Parts	0%	July 2002

Automatic Products (Hot Beverage Vending Machines)		
Canister Configurations for AP 223 Only Items 19,20,21,22		
Use AP Price List For AP211 Configuration, Items 17,18		Unit Price
A	One SGC, one soluble coffee, one soluble coffee or tea, three whippers, sugar, lightener, sugar substitute	\$430.00
B	Two SGC's one soluble coffee or tea, three whippers, sugar, lightener, sugar substitute	\$440.00
C	Three SGC's , four whippers, sugar, lightener, sugar substitute	\$525.00
D	Four SGC's four whippers, sugar, lightener	\$535.00
E	Two SGC's one soluble coffee or tea, four whippers, sugar, lightener, sugar substitute	\$515.00
F	Three SGC's, five whippers, sugar, lightener, sugar substitute	\$600.00
G	Four SGC's, six whippers, sugar, lightener,	\$690.00
M	Three SGC's, six whippers, sugar, lightener, topping	\$690.00

Crane Merchandising Systems

All Crane Vending Machines			
Vending Machines	Manufacturer	Discount	Price List No/Date
Accessories	Crane	18%	Crane Merchandising Systems November 1, 2001

FROZEN GOURMET (Frozen or Refrigerated) Model 455 Only			
Vending Machines	Manufacturer	Discount	Price List No/Date
Accessories	Crane	5%	Crane Merchandising Systems November 1, 2001