Master Agreement #: AR3227

Participating Addendum #: [#####]

 Contractor: **Cisco Systems, Inc.**

 Participating Entity: **State of XXXXX**

The following products or services are included in this contract portfolio:

* *[Removable Example: All products and services listed on the Contractor page of the NASPO ValuePoint website and/or Contactor’s contract website.]*

The following products or services are not included in this agreement:

* *[Removable Example: Product modifications.]*
* *[Removable Example: Installation services.]*

**Master Agreement Terms and Conditions:**

1. Scope: This addendum covers the *[****contract title****]* led by the State of *[****xxxxxx****]*for use by state agencies and other entities located in the Participating State *[or State Entity]* authorized by that State’s statutes to utilize State contracts with the prior approval of the State’s Chief Procurement Official.

*[Removable Instruction: Participating States should ensure that paragraph 2 properly defines the scope of participation. The model language in paragraph enables participation by all political subdivisions, institutions of higher education, and other entities included in the state’s statewide contract program.]*

1. Participation: This NASPO ValuePoint Master Agreement may be used by all state agencies, institutions of higher education, political subdivisions and other entities authorized to use statewide contracts in the State of *[****xxxxxxx****]*. Issues of interpretation and eligibility for participation are solely within the authority of the State Chief Procurement Official.

*[Removable Instruction: NOTE: The following section is to be drafted by the Participating State/Entity describing the scope of Purchasing Entities who are authorized by law to purchase under contracts executed by authority of the entity.

Briefly describe, by statutory class, public entities authorized by state law or local rule or regulation to utilize this Participating Addendum as a buying vehicle simply by the issuance of such entity’s purchase order.]

[Removable Example: “Within the State of [X], all state agencies, political subdivisions (cities, counties, municipalities, local governments), special districts or precincts, public educational entities (i.e. K-12 schools and Higher Education institutions) or any other political subdivision, including any nonprofit agency certified under the provisions of section 501(c) of the federal Internal Revenue Code, are eligible purchasers and authorized to purchase Contractor’s products and services under the terms of this Participating Addendum.”* ]
2. Primary Contacts: The primary contact individuals for this Participating Addendum are as follows (or their named successors):

Contractor

|  |  |
| --- | --- |
|  Name: |  |
|  Address: |  |
|  Telephone: |  |
|  Fax: |  |
|  Email: |  |

Participating Entity

|  |  |
| --- | --- |
|  Name: |  |
|  Address: |  |
|  Telephone: |  |
|  Fax: |  |
|  Email: |  |

# **Participating Entity Modifications Or Additions To The Master Agreement**

These modifications or additions apply only to actions and relationships within the Participating Entity.

Participating Entity must check one of the boxes below.

[ ] No changes to the terms and conditions of the Master Agreement are required.

[ ] The following changes are modifying or supplementing the Master Agreement terms and conditions.

*[Removable Instruction: Insert text here to address specific changes to the terms and conditions that are impacted by statutory requirements. Indicate which section numbers of the Master Agreement are modified. If no changes are required, check the box above and delete this paragraph.]*

1. Lease Agreements and Alternative Financing Methods:
*[Removable Instruction: Insert a statement about whether or not equipment lease agreement terms and conditions included in the Master Agreement have been approved for use by the Participating State and any restrictions or requirements for the use of the lease agreement language in the Master Agreement. If not applicable, mark Section 4 as* ***“Reserved”****.]

[Removable Example: Contractor’s Master Agreement which allows for leasing under Section 45 is approved for use by the Participating State. The terms and conditions of the capital lease or financing arrangement will be separately negotiated and set forth in an agreement between the purchaser and either Cisco Capital or its designated and/or approved financing partner.]*
2. Subcontractors: All contractors, dealers, and resellers authorized in the State of *[****xxxxxx****]*, as shown on the dedicated Contractor(cooperative contract) website, are approved to provide sales and service support to Purchasing Entities in the NASPO ValuePoint Master Agreement. The contractor’s Fulfillment Partners participation will be in accordance with the terms and conditions set forth in the aforementioned Master Agreement.

*[Removable Example: All Contractor’s Fulfillment Partners, as defined in the Master Agreement, authorized in the State of [X], as shown on the dedicated Contractor’s (cooperative contract) website, are approved to provide sales and service support to Participating Entities, e.g. for direct order taking, processing, fulfillment or provisioning. The Fulfillment Partners’ participation will be in accordance with the terms and conditions set forth in the aforementioned Master Agreement.

Subject to approval of the Participating State/Entity, and at the sole discretion of Contractor, Contractor may add Fulfillment Partners at any time during the term of this Participating Addendum. Contractor may designate a minimum or maximum number of Fulfilment Partners to provide sales and services support. Contractor, in its sole discretion, is not required to add Fulfillment Partners. Notwithstanding the foregoing, Contractor may remove, at its sole discretion, upon ten (10) business days advance written notice, any Fulfillment Partner who does not meet Contractor’s established qualifying criteria, or where the addition of the Fulfillment Partner would violate any state or federal law or regulation.]*
3. Orders: The Master Agreement number and the Participating Addendum Number must appear on every Purchase Order placed under this Participating Addendum

Purchasers may place orders directly only through Contractor’s approved Fulfillment Partners or through Contractor (only on an as-needed basis) for products or services as authorized under this Participating Addendum. Only those Fulfillment Partners approved and listed during the term of Participating Addendum at Contractor’s website are authorized to directly provide quotes, receive purchase orders, invoice Customers, and receive payment from purchasers on Contractor’s behalf.

Except as otherwise set forth in the qualifying criteria, Contractor will not, directly or indirectly, restrict any Fulfillment Partner’s participation or ability to quote pricing for a Customer. The approved Fulfillment Partners will not offer less favorable pricing discounts than the contract discounts established by Contractor under the Master Agreement. However, the Fulfillment Partner may offer any additional incremental discounts to Participating State/Entity, and such additional discounts if offered, may be provided in the discretion and as the sole legal obligation of the approved Fulfillment Partner to the Participating State/Entity.

Any order placed by a Participating Entity or Purchasing Entity for a product and/or service under this Master Agreement shall be deemed to be a sale under (and governed by the prices and other terms and conditions) of the Master Agreement unless the parties to the order agree in writing that another contract or agreement applies to such order. *For clarity, sales of Contractor’s product or services by Contractor or an authorized reseller made under a separate contract, where the applicable quoting or ordering documents reference that separate contract, are not deemed to be sales under this Master Agreement*.

1. The term of this Participating Addendum shall begin on the date of last signature below. The term shall continue for a period ending on the Termination Date of the Master Agreement or when this Participating Addendum is terminated in accordance with the Master Agreement, whichever shall occur first.
2. Notices: Notwithstanding anything contained in the Master Agreement to the contrary, all notices required or permitted under this Participating Addendum will be in writing and will be deemed given: (a) when delivered personally; (b) when sent by confirmed facsimile or electronic mail (in the case of Cisco to Agreement-notice@cisco.com); (c) three (3) days after having been sent by registered or certified mail, return receipt requested, postage prepaid; or (d) one (1) day after deposit with a commercial express courier specifying next day delivery, with written verification of receipt. All communications will be sent to the addresses set forth Section 3 of this Participating Addendum (and notices to Cisco shall be further addressed to the Office of the General Counsel, Attn: Contract Notice) or such other address as may be designated by a party by giving written notice to the other party pursuant to this paragraph, or, in the absence of such an address from Customer, to the address to which the last invoice under this Participating Addendum was sent before notice is served.
Notwithstanding the foregoing, notices regarding changes in pricing, Software license terms, policies or programs may be by posting on Cisco.com or by e-mail or fax.
3. Entire Agreement: This Participating Addendum and the Master Agreement (including all amendments and attachments thereto) constitute the entire agreement between the parties concerning the subject matter of this Participating Addendum and replaces any prior oral or written communications between the parties, all of which are excluded. There are no conditions, understandings, agreements, representations or warranties, expressed or implied, that are not specified herein. This Participating Addendum may be modified only by a written document executed by the parties hereto.

IN WITNESS, WHEREOF, the parties have executed this Addendum as of the last date of execution by both parties below.

|  |  |
| --- | --- |
| Participating Entity: | Contractor: |
| Signature: | Signature: |
| Name: | Name: |
| Title: | Title: |
| Date: | Date: |

*[Removable Instruction: Additional signatures may be added if required by the Participating Entity]*