



Vendor Contacts and Ordering Instructions

To assure PEPPM bid protection, all PEPPM orders must be faxed to PEPPM at **800-636-3779**, emailed to orders@peppm.org or placed online through Epsilon eCommerce. In the body of the purchase order, please include the following language: "As per PEPPM".

Product Line: iboss Secure Cloud Gateway

Introduction

Thank you for your interest in iboss Inc, iboss Secure Cloud Gateway product line. This sheet will provide information on placing orders. The contacts provided will serve as a source for any questions on orders as well as product information and appropriate models for your network.

For all orders:

Iboss Sales
877-742-6832 x 1
858-225-6158 Fax
sales@iboss.com

Thomas Wise
858-568-7051 x 8042
858-225-6158 Fax
Thomas.wise@iboss.com

Eddie Kim
858-568-7051 x 7109
858-225-6158 Fax
Eddie.kim@iboss.com

Placing an Order via Fax or Email:

1. Locate product and prices on PEPPM.org or through a sales representative.
2. Our posted PEPPM prices are for a quantity of 1. For volume discounts, please contact Thomas Wise via phone, email or fax for quotes. Please provide the following: number of workstations, number of appliances, bandwidth, and if you have any specific report retention requirements (stored on appliance), please specify target retention amount. Also, please provide details on the network topology so that the most appropriate solution can be provided.
3. Address the orders to:
Iboss, Inc.
101 Federal St. 23rd Fl.
Boston, MA 02110

Or if using resellers:

Select one of the authorized resellers listed below and address the orders to:

Selected Reseller Name
Reseller Address

4. All quotes and purchase orders should state "As per PEPPM."
5. Fax the completed order to **800-636-3779** or email to orders@peppm.org.
 - a. Your order will be reviewed and edited by PEPPM Staff.
 - b. You will be contacted to make any necessary corrections.
 - c. Your order will be issued to the vendor within 24 hours during the business week after all (if any) corrections are made.
 - d. Your order will be archived for audit support.
6. Standard shipping is included on all orders over \$500.00.

Placing an order Online:

Before placing an online order, make sure that your Ship-to Address has been entered by the individual in your organization that manages your Epylon information. Click on My Profile_My Ship-to Addresses to view the addresses available on your account. If it is not listed, you must add it before creating the PO form. Ship-to Addresses are added under Accounts_Ship-to Addresses.

1. Login to Epylon at www.epylon.com.
2. Click on the Contracts tab.
 - a. Choose between a "line item" or "contracts" search.
 - b. Select **iboss Web Filters** from the Vendor (Awardee) list.
 - c. Click "Search."
3. Add selected line items to a List.
4. Assign a reseller to the item by checking the box next to the item and clicking the "Assign Distributor" button.
5. To request a volume price break, add items to a Spot Price Check form along with your desired quantity and a Response Due Date. The vendor will be notified of your request via email. Once they respond, you'll be notified and can view the response on Epylon. (After viewing a winning response, continue with the instructions that follow.)
6. Add selected items to a Purchase Order form.
7. Click "Submit" after entering a valid PO number and shipping address.
 - a. The PEPPM contract will automatically be referenced in your PO.
 - b. You will retain a copy of the sent purchase order in your Epylon account. A Printable Version is also available.
 - c. The order will immediately be viewable by the vendor.
 - d. Your order will be archived for audit support.
8. Standard shipping is included on all orders over \$500.00.

For any assistance using Epylon, contact service@epylon.com or call 888-211-7438.

Reseller Listing

Orders may not be sent directly to these resellers. All orders must be placed through the PEPPM fax number (800-636-3779), email address (orders@peppm.org) or Epylon eCommerce (www.epylon.com) to assure PEPPM bid protection.

Select one of the authorized resellers/dealers listed below and address the orders to:

CDW Government LLC
120 S Riverside Plaza, Floor 7
Chicago, IL 60606
Attn: Melissa Johnston
312-705-2069
meljoh@cdw.com

BorderLAN Inc.
950 Boardwalk #300
San Marcos, CA 92078
Attn: Craig Smith
760-736-8100
craig@borderlan.com