



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: Primex

Contact Information:

Primex Wireless, Inc. DBA Primex Inc.
965 Wells St., Lake Geneva, WI. 53147

Sales Contact: Ashley Bachman National Account Manager (262)729-4858, Fax: (262) 248-0061

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. Email Sales: info@primexinc.com
3. Address the orders to:

PRIMEX WIRELESS, INC DBA PRIMEX INC
965 WELLS STREET
LAKE GENEVA, WI. 53147

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 **Primex Wireless DBA Primex Inc.** 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:

Selected Reseller Name

Reseller Address

Resellers:

Guyette Communications

90 Narrows Rd.

Plymouth, PA 18651

Phone: (570)779-5355

<http://www.guyettec.com>

New York (excluding NYC)

Presentation Concepts Corporation, Inc.

6517 Basile Rowe

East Syracuse, NY 13057

Phone: (315)437-1314 | (888)262-7596

Fax: (315) 437-0110

www.pccav.com

Connecticut and New York (Duchess, Putnam, Westchester, Orange, Rockland Counties, NYC and Long Island)

Open Systems

258 Route 117 By-Pass Road

Bedford Hills, NY 10507

Phone: (914) 241-0057

Fax: (914) 241-0058

www.osmetro.com

Southeastern Virginia

OPTECH

336 McLaws Circle

Williamsburg, VA 23185

Phone: (757) 253-8800

Fax: (757) 253-8632

www.optech.com