



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 Epylon eCommerce. In the body of the purchase order, please include the following language: "As per PEPPM".

Product Line: Universal Laser Systems

Introduction

Forest Scientific Corporation is a manufacturer of CNC machinery such as CNC Routers, CNC Mills, CNC Lathes, CNC Plasma Cutters, and is a channel partner for Universal Laser. We also manufacture upgrades for all older CNC equipment to bring them up to windows. We also provide CAD/CAM software. We provide on-site training, maintenance, and repair regardless of the original manufacturer. Universal Laser has many features that make it the most ideal laser for classroom use.

All Universal Laser machines purchased under PEPPM include free Shipping, Installation, On-Site Training, and 24 month On-site warranty. See Forest Scientific listing for CNC machines such as routers and plasma cutters.

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. Call 1-800-956-4056 or email peppquotes@forestscientific.com.

3. Address the orders to:
Main Corporate Office:

Forest Scientific Corporation
408 Emert Road
Tionesta, PA 16353
1-800-956-4056 Fax 814-463-0292
peppmquotes@forestscientific.com

Gail Vybiral 1-800-956-4056 Ext. 1959 or
John E. Martincic 1-800-956-4056 Ext. 1001 CELL 412-726-0574

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 **Forest Scientific Corporation** 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.

Inquiries for all 50 states, and the rest of the world

Forest Scientific Corporation

408 Emert Road

Tionesta, PA 16353

1-800-956-4056 Fax 814-463-0292

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