



## 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](mailto: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:** Hardware, software, related services and other branded products

### Introduction

ASUS is multinational manufacturer of computer and consumer electronics established in 1989 with global sales exceeding \$15B annually. Specializing in Computer components, systems, and peripherals, ASUS is ranked among the world's top 5 PC company

Brian Chacono	Patrick VanTreese
Direct: 951-312-6081	Mobile: 510-396-1843
Brian_Chacono@ASUS.com	Patrick_Vantrees@asus.com

ASUS Computer Int'l  
48720 Kato Rd  
Fremont, CA 94538

### 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. Contact ASUS authorized resellers for volume purchase quotations
3. 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](mailto: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](http://www.epylon.com).
2. Click on the Contracts tab.
  - a. Choose between a "line item" or "contracts" search.
  - b. Select **ASUS Computer International** 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](mailto: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](mailto:orders@peppm.org)) or Epylon eCommerce ([www.epylon.com](http://www.epylon.com)) to assure PEPPM bid protection.

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

CDW-G

Sarah Rosenfeld

for all states

2 Corporate Dr. Ste 800

Shelton, CT 06484

866-769-8466

[Sarah.Rosenfeld@cdwg.com](mailto:Sarah.Rosenfeld@cdwg.com)

PCMG, Inc. dba PCM Gov, Inc.

for PA and CA:

1940 East Mariprosa Ave.

El Segundo, CA 90245

ATT: Sandeep Kapoor

800-625-5468 x 54047

[Sandeep.kapoor@pcmg.com](mailto:Sandeep.kapoor@pcmg.com)

Troxell  
for all states  
4675 E Cotton Ctr. Blvd Ste #155  
Phoenix, AZ 85040  
ATT: Chanel Ramirez  
Tel: 800-352-7912 x 1753  
Fax: 800-752-1299

Howard Technology Solutions  
for all states  
36 Howard Drive  
Ellisville, MS 39437  
ATT: Melissa Ward  
Tel: 601-399-5680  
Fax: 601-399-5077

2NDGEAR LLC  
for all states  
611 Anton Blvd, Suite 700  
Costa Mesa, CA 92626  
ATT: Leslie Zaks  
Tel: 714-939-2300  
Fax: 714-939-2309