



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: TeachLogic

Introduction

TeachLogic enhances voice clarity for educators and their students in classrooms worldwide through the development of accessible, easy-to-use, wireless microphone and Sound Field systems specifically engineered for the learning environment.

For over 25 years, TeachLogic has developed and produced specialized Sound Field systems for use by educators. These systems are the first step in maximizing the basic verbal connection between educators and pupils, resulting in higher student comprehension rates and improved test scores. All TeachLogic products utilize high-quality components, and are compatible with most existing page, fire, security, and AV equipment. They are easy to install, with minimal wiring and simple connectors. Quick installation, plus a user-friendly interface, means that TeachLogic systems are in operation sooner and are utilized more consistently.

Our principal contact for product or sales inquiries for PEPPM purchases is Jill Levine (jill@teachlogic.com ph 435-962-9730), and the backup contact is via orders@teachlogic.com (760-631-7800).

Placing an Order via Fax or Email:

1. Locate product and prices on PEPPM.org or through a sales representative.
2. You may address your orders to TeachLogic or to one of our PEPPM-authorized resellers listed below. (TeachLogic's many dealers may contact TeachLogic to become a PEPPM-authorized reseller). These are the current parties that may accept purchase orders under the PEPPM-TeachLogic contract. Create your purchase order naming one of the following firms as your vendor:
3. Address the orders to:
TeachLogic, LLC
541 Main St, Ste B
Longmont CO 80501

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 **a party named in Section 2 above** 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.
7. 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:

MJP Technologies, Inc.
3036 Seaborg Ave, Suite A
Ventura, CA 93003