## State of North Carolina E-Procurement Service Division of Purchase and Contract Ordering Instructions for Term Contract 924A Teaching Equipment and Courses for Electricity/Electronics

Vendor	Contact	Phone Number	E-Mail Address
Feedback, Inc	Edna Stephens	800-526-8783	info@fbk.com
437 Dimmocks Mill Rd			
Hillsborough, NC 27278			

## Steps to place your order via E-Procurement:

- 1. Select additional products from list below
- 2. Click on "Add Items" in E-Procurement
- 3. Click on the tab marked "Non-Catalog"
- 4. In the field titled "Full Description", type in "Electricity Teaching Equipment/Course order per Term Contract 924A" plus additional descriptive text
- 5. In the field titled "Commodity Code", click on the +, select 924-78 or 287-78
- 6. In the field titled "Supplier", click on the +, select 'Feedback, Inc'
- 7. In the field titled "Quantity", type in the appropriate quantity of your order
- 8. In the field titled "Unit of Measure", leave the default EACH
- 9. In the field titled "Price", type in the total NC Net price as provided by the table below
- 10. Complete all other appropriate information on this page and click "Add Item"
- 11. On the View Line Items page click "Edit" to access the Edit Line Item page
- 12. On the drop down box next to "Contract?" select "Statewide". When you select "Statewide", the "Contract ID" Field appears
- Enter the Term Contract ID Number into the "Contract ID" field. Do not use spaces or dashes in the Term Contract ID Number. Your Term Contract Number should be entered as follows: "924A"
- 14. Click "OK"; repeat the "Edit" steps for all State Contract line items; when completed click "Next"
- 15. Complete the Shipping and Accounting screens appropriately
- 16. Continue your order placement process and submit your eRequisition

Product Description (include SKU)	MSRP	Percent Discount	NC Net Price
33-021	566.00	3%	549.00
Upgrade 33-001 to USB			
33-023	456.00	3%	442.00
Upgrade 33-003 to USB			
33-911	108.00	3%	105.00
Discovery 2 software for Analog Servo			
38-011	12,267.00	3%	11,899.00
Process Control Level & Flow with			
MATLAB			
38-012	15,227.00	3%	14,770.00
Process Control Temperature with			
MATLAB			
33-936	1,763.00	3%	1,710.00
MATLAB upgrade with PCI card for			
Inverted Pendulum			

Additional Components and pricing for Teaching Equipment for Electricity/Electronic Courses:

4 Telephones in Base Tray			
58-140	1,245.00	3%	1,207.00
Trunk Networks Board			
MMTT2901	9,890.00	3%	9,593.00
Mechanical Transmissions Training Unit			