


AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT			1. Contract Number CFOPD-14-C-056		Page of Pages 1 1		
2. Amendment/Modification Number Modification No.13		3. Effective Date See 16 C below		4. Requisition/Purchase Request No.		5. Caption Sharp Phase 2 Copier Lease and Maintenance	
6. Issued by: Office of the Chief Financial Officer Office of Contracts 1100 4 th Street, S.W. Suite E610 Washington, D.C. 20024				7. Administered by (If other than line 6) Office of Chief Financial Officer - OMA Logistics and Support Services 1101 4th Street, SW, Suite 1636 Washington, DC 20024			
8. Name and Address of Contractor (No. street, city, county, state and zip code) Sharp Electronics Corporation SNAP Order Processing - NJPA Contract # 100312-SEC One Sharp Plaza, Suite 1 Box Q Mahwah, NJ 07495 M-202-550-5057, T-571-480-5630, Attn: Thomas Dawson, Federal Account Manager tom.dawson@sharpsec.com DUNS FEIN 13-1968872				9A. Amendment of Solicitation No.			
				9B. Dated (See Item 11)			
				X 10A. Modification of Contract/Order No. CFOPD-14-C-056			
				10B. Dated (See Item 13) August 6, 2014			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) BY separate letter or fax which includes a reference to the solicitation and amendment number. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such may be made by letter or fax, provided each letter or telegram makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. Accounting and Appropriation Data (If Required)							
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS , IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14							
X A. This change order is issued pursuant to (Specify Authority): 27 DCMR 3601.3(a) The changes set forth in Item 14 are made in the contract/order no. in item 10A.							
B. The above numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation data etc.) set forth in item 14, pursuant to the DC Financial Responsibility and Management Assistance Authority.							
C. This supplemental agreement is entered into pursuant to authority of:							
D. Other (Specify type of modification and authority)							
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not <input type="checkbox"/> is required to sign this document or return any copies to the issuing office.							
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.) Effective on May 29, 2018, the following language is hereby incorporated into the Section 4 of the Master Equipment Lease – Purchase Agreement contained in the contract: 4.5. INVOICE SUBMITTAL 4.5.(a) The Contractor shall submit proper invoices on a monthly basis or as otherwise specified in the contract. 4.5.(b) The Contractor shall submit payment requests in electronic format through the DC Vendor Portal https://vendorportal.dc.gov by selecting the applicable purchase order number which is listed on the Contractor's profile. 4.5.(c) To constitute a proper invoice, the Contractor shall attach to all payment requests the invoice and all supporting documentation or information.							
Except as provided herein, all terms and conditions of the document is referenced in Item 9A or 10A remain unchanged and in full force and effect.							
15A. Name and Title of Signer (Type or print)			16A. Name of Contracting Officer Dorothy B. Whisler-Fortune, Esq., CPPO, Drakus Wiggins, CPPB, CPPO or Anthony A. Stover, CPPO				
15B. Name of Contractor (Signature of person authorized to sign)		15C. Date Signed		16B. District of Columbia 		16C. Date Signed 5/22/18	