

PURCHASING DEPARTMENT

COUNTY OF STEUBEN

**3 East Pulteney Square
Bath, New York 14810
607-776-9631, Ext. 2484**



DATE: January 23, 2019

MEMO TO: Ricoh USA, Inc.
Swift Office Equipment, Inc.

FROM: Andrew G. Morse, Director of Purchasing

RE: Maintenance of County Owned Ricoh Copiers and Multifunctional Devices
GC-18-041-B

At a recent meeting of the Administration Committee, the above referenced bid was awarded to Ricoh USA, Inc.

The summary of the bids received may be found on our website,
www.steubencony.org.

Your interest in doing business with Steuben County is appreciated.

Should you have any questions, please contact this office.

AM/jp
c: file

TITLE: Maintenance of County Owned Ricoh Copiers & Multifunction Machines, #GC-18-041-B	DATE: January 3, 2019
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DEPARTMENT: Purchasing	CONTACT: Andrew Morse
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Bidder:	B & W per copy	Color per copy
RICOH USA	\$.0105	\$.065
Swift Office Equip.	\$.0125	\$.06

- RICOH USA, Inc., 33 Lewis Rd., Binghamton NY 13905
- Swift Office Equipment, Inc., 2147 College Ave. Elmira Heights NY 14903