



**Manager:** Christalyn Thomas

**Effective Date:** 10-01-2022 - 9/30/2027

**Number:** EI00221

**Commodity:** Misc. Cameras and Some Audiovisual Supplies

### **Contract Details:**

Auburn University's Procurement and Business Services has selected B&H as our preferred vendor for miscellaneous cameras, and some audiovisual supplies. B&H offers a complete line of photo, video, audio, lighting, pro accessories, entertainment, projection, and surveillance devices, as well as the broadest selection of security, multimedia, optics and A/V presentation technology in the industry. TigerBuy reflects the E&I discounted pricing schedule.

### **Frequently Asked Questions**

#### **How do I place my order?**

Orders must be placed through the TigerBuy punchout. All orders under or over \$5,000 will be placed on the requestor's PCard through TigerBuy. You will no longer log in to the B&H checkout portal website and do not need to set up an account as all employees are set up in TigerBuy to use the punchout suppliers.

#### **How do I pay for my supplies?**

All orders under or over \$5,000 will be placed on the requestor's PCard through TigerBuy.

#### **Are we required to purchase from the Preferred Vendor contract?**

Yes, you are required to purchase from the Preferred Vendor Contract. This vendor has been designated as the "Preferred Vendor" for AU for this particular commodity as the result of a competitive bid process. In general, making purchases outside the contract shouldn't be necessary. We understand from time to time there may be a justifiable reason to purchase off contract through a different vendor. If that need arises, since you are potentially violating the bid law, please attach a note of justification to the voucher/purchasing card recon. In some cases, PBS may follow up with you, in other cases, the Preferred Vendor may follow up with you.

#### **Who are my dedicated account team and how do I contact them?**

You may contact your account team by phone at 212.502.6268 ext. 7745. The team fax is 212-239-7512; or you can also call 1-800-942-8214. To contact one of the account team members please use the email addresses listed below:

Alabama B&H Team  
alabama@bhphoto.com

#### **What items cannot be purchased from this contract?**

Due to our existing contract with Connection for IT Peripherals and offerings from their full catalog, if your item is listed on the Connection's website, it cannot be purchased from B&H. B&H has made an effort to block certain items such as networking supplies, software, tablets, printers, computers and gaming. To order IT Peripherals, computers, etc., go to Connection's AU website.

#### **What are the delivery terms?**

F.O.B. Destination - freight is free for orders that weigh less than 70 pounds. Orders weighing more than 70 pounds or requiring truck delivery will be charged reasonable shipping.

**What is B&H return policy?**

Products may be returned in brand new condition for any reason within 30 days of purchase. Items may be exchanged or returned for a full refund; the refund will be issued in the same way the product was originally purchased. Refer to B&H's return policy at [www.bandh.com](http://www.bandh.com) for additional details.

Please contact Christalyn Thomas in PBS at [cmc0122@auburn.edu](mailto:cmc0122@auburn.edu) or 844-3711, if you have any additional questions.