



Bluum USA, Inc.

Online Source for Computer Hardware, (including recertified and refurbished), Peripherals, Software, A/V Equipment, Accessories and Service

20F-TROX-1003

MOHAVE EDUCATIONAL SERVICES COOPERATIVE INC.

(928) 753-6945 KINGMAN

WWW.MESC.ORG

REV 10/28/22 MSC

General Information

- Member may obtain Mohave contract prices by logging onto the website: https://customer.bloom.com/contracts/contract_email.htm?st=AZ&contracto=AZ007& and creating an account per the instructions from the PDF user guide. Or, by contacting your local Account Executive Austin Hermes, Austin.Hermes@bloom.com , 602-750-6979
- Include MESC Contract 20F-TROX-1003 on the purchase order.
- Orders may be submitted online while logged in or by emailing a Purchase Order to Austin.Hermes@bloom.com
- Purchases are made directly with Bloom USA, Inc. , Inc. using the ordering methodologies outlined in this user guide. *Orders are not sent to Mohave for review.*
- Bloom USA, Inc. submits contract activity monthly to Mohave.
- Mohave reviews selected member orders on Bloom USA, Inc. submitted Reconciliation Report.

Ordering Overview (Direct On-Line Order)

- Member logs on to Bluum USA, Inc's website using the username and password for the Mohave contract. If using a purchase order:
 - Member creates purchase order for products and/or services.
 - Include MESC Contract # 20F-TROX-1003 on the purchase order.
- Member creates order or on-line quote for products.
- Orders will be shipped to the specified location.
- Member will address order concerns (missing items, damaged items, returns, substitutions, etc.) with Austin Hermes, Austin.Hermes@Bluum.com or 602-750-6979.
- Member may use Pcards with maximum amount of \$25,000.
- Mohave's 1% admin fee is included in contract prices.
- Bluum USA, Inc. will remit admin fees to Mohave.

Blanket Purchase Orders (if applicable)

- Members may use blanket purchase orders under the contract.
- Each blanket purchase order should specify...
 - The period it can be used
 - The product or products to be purchased
 - Any excluded products or services
 - The maximum amount available to be spent
 - The authorized user or users
- Members must monitor blanket purchase order expenditures to avoid exceeding the maximum purchase amount.

Questions

- For Mohave questions, contact Michael Carter, CPPB at michael@mec.org or (928) 718-3222
- For Bluum USA, Inc. questions related to Quotes and Orders, please contact Austin Hermes, at Austin.Hermes@Bluum.com, or 602-750-6979