



## CPO Announcement

**State of Oklahoma**  
**Office of Management and Enterprise Services**

**DATE:** May 10, 2024.

**TO:** All CPOs.

**FROM:** Office of Management and Enterprise Services.

**SUBJECT:** SW1007B Document scanning, conversion services and scanning/imaging hardware.

**CONTACT:** Samantha Fox, CPO: 405-521-6671; [samantha.fox@omes.ok.gov](mailto:samantha.fox@omes.ok.gov).

**PURPOSE:** For use by all state departments, boards, commissions, agencies and institutions in addition to counties and municipalities that provide correctional services.

**Statewide Contract:** SW1007B has been awarded to Business Imaging Systems, Inc. for document scanning, conversion services and scanning/imaging hardware. Available products include document scanners, book scanners, microfilm scanners, large format scanners and network scanners. Available services include equipment relocation, training, installation, professional services, cloud services, storage and document imaging and conversion services. The contract runs through April 25, 2025.

**Ordering/Procuring Services:** For product and pricing information, review awarded contract documents. To order, request a quote from the supplier or any approved authorized dealer. All quotes must reference SW1007B. Generate a purchase order made payable to the desired supplier. Reference SW1007B on your purchase order by attaching the PeopleSoft contract.

You may use the following link to access this contract:

<https://www.ok.gov/dcs/solicit/app/solicitationDetail.php?conID=4825>.