










## Procurement Guidance for Maine IT Peripheral Equipment March 2020

The Maine IT Help Desk is currently experiencing extremely high call volume due to the demand for support with remote work setup for state employees. Many of the questions pertain to purchasing equipment. For these types of questions, please follow the guidelines below BEFORE contacting Maine IT.

1. Use the table below to identify various types of peripheral equipment that are currently covered under an existing master agreement (MA).
2. After locating the item(s) you need, enter a delivery order (DO) in Advantage for bulk orders or you can use a P-Card to purchase one or two of the item(s).
3. If the needed item is not shown below and there is no MA, you may procure the item through another/local vendor. NOTE: Because Amazon delivery timelines are currently extended, Procurement Services recommends that you use a different retailer.
4. If you have additional questions about purchasing IT peripheral equipment, please contact [Justin Franzose](#).

*Ctrl+Click on underlined links to open.*

<p>ITEM: Standard WIRED Keyboard and Mouse Combo          MODEL/LINK: <a href="#">Logitech Desktop MK120</a>          MA/LINK: <a href="#">MA - 1811050000000000057</a></p>	
<p>ITEM: Standard WIRELESS Keyboard and Mouse Combo          MODEL/LINK: <a href="#">Logitech Wireless Combo MK270</a>          MA/LINK: <a href="#">MA - 1811050000000000057</a></p>	
<p>ITEM: Standard WIRELESS Mouse          MODEL/LINK: <a href="#">Logitech M310</a>          MA/LINK: <a href="#">MA - 1811050000000000057</a></p>	
<p>ITEM: Standard WIRED Ergo Keyboard          MODEL/LINK: <a href="#">Microsoft Natural Ergonomic Keyboard 4000</a>          MA/LINK: <a href="#">MA - 1811050000000000057</a></p>	

<p>ITEM: Standard WIRED Ergo Mouse</p> <p>MODEL/LINK: <a href="#">Evoluent VerticalMouse 4 Small</a></p> <p>MA/LINK: <a href="#">MA - 18110500000000000057</a></p>	
<p>ITEM: Standard WIRED Headset (1)</p> <p>MODEL/LINK: <a href="#">Plantronics Blackwire C3220 USB</a></p> <p>MA/LINK:  <a href="#">MA - 18110500000000000057</a>  <a href="#">MA - 18070500000000000003</a></p>	
<p>ITEM: Standard WIRED Headset (2)</p> <p>MODEL/LINK: <a href="#">Plantronics Blackwire C3210 USB</a></p> <p>MA/LINK:  <a href="#">MA - 18110500000000000057</a>  <a href="#">MA - 18070500000000000003</a></p>	
<p>ITEM: Standard WIRELESS Headset (1)</p> <p>MODEL/LINK: <a href="#">Plantronics CS510</a></p> <p>MA/LINK:  <a href="#">MA - 18110500000000000057</a>  <a href="#">MA - 18070500000000000003</a></p>	
<p>ITEM: Standard WIRELESS Headset (2)</p> <p>MODEL/LINK: <a href="#">Plantronics CS520</a></p> <p>MA/LINK:  <a href="#">MA - 18110500000000000057</a>  <a href="#">MA - 18070500000000000003</a></p>	

ITEM: Standard Web Camera

MODEL/LINK: [Logitech HD Webcam C525](#)

MA/LINK: [MA - 1811050000000000057](#)

