

State of Idaho

Send invoices to the address listed below or as indicated in the comments or instructions field
Boise, ID 83720-0075



State of Idaho

Statewide Blanket Purchase Order
Contract Renewal - 05

THIS NUMBER MUST APPEAR ON ALL DOCUMENTS

Statewide Blanket Purchase Order
SBPO1199 - 05
Agency Internal Nbr: STW-200

DELIVER

TO: Various State Agencies
Located throughout Idaho

Various, ID 83701

Date: Fri Sep 25, 2009
F.O.B: Destination
Terms:

VENDOR:

STYLART
1 STATIONERY PLACE
REXBURG, ID 83441
Attn: Primary Customer Contact
Vendor Nbr: 2420
Emailed To: sgstoddard@artco.zgate.com
Phone: 800 826-2693
Fax: 800 228-0368
Account Number: P00000024885

Start of Service Date: Thu Oct 01, 2009
End of Service Date: Thu Sep 30, 2010
Solicitation#: [ITB02101](#)
DOC#: PREQ8214

File(s) Attached:

[buscardprsch10-01-09.pdf](#)

Buyer: [BONNIE SLETTEN](#) 208-332-1606

Item No	Description	Quantity UOM	Unit Price	EXTENSION
000	BLANKET PURCHASE AGREEMENT (line item particulars follow)	1 lot		88000.00
	Total:			88000.00
Blanket Comments:	<p>BUSINESS CARDS CONTRACT SBPO1199 RENEWAL</p> <p>This contract renewal and the provisions hereof are hereby made part of that certain State of Idaho contract number SBPO1199-04, for BUSINESS CARDS dated JUNE 17, 2008 for ALL ELIGIBLE POLITICAL SUBDIVISIONS OR PUBLIC AGENCIES, between STYLART as "Contractor" and the State of Idaho as "State." Contractor and State hereby agree as follows:</p> <p>All of the terms and conditions contained in the Contract shall remain in full force and effect, except as expressly modified herein. The effective date of this renewal is OCTOBER 1, 2009.</p> <p>This contract is renewed for ONE (1) YEAR commencing OCTOBER 1, 2009 and expiring SEPTEMBER 30, 2010. The same terms and conditions prevail for the contract renewal period.</p> <p>NOTE: Effective 10-01-09, the Price for Printing of Business Cards is \$12.68 for 250 cards, and \$17.93 for 500 cards (per attached buscardprsch 10-01-09.pdf).</p>			

The dollar amount listed in the contract renewal pricing is an estimate and cannot be guaranteed. The actual dollar amount of the contract may be more or less depending on the actual orders, requirements, or tasks given to the Contractor by the State or may be dependent upon the specific terms of the Contract.

SIGNED AND DATED ACCEPTANCE LETTER FROM STYLART ON FILE AT THE DIVISION OF PURCHASING

Item No	Description	Quantity UOM	Unit Price	EXTENSION
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001	PRINTING OF BUSINESS CARDS (966-07) (nt)	1 LOT	88000.00	88000.00
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.....NOTICE OF STATEWIDE CONTRACT (SBPO) AWARD

Contract for Business Cards for the State of Idaho Agencies, Institutions, and Departments. The Division of Purchasing or the requisitioning agency will issue individual releases (delivery or purchase orders) against this Contract on an as needed basis.

Contract Title:.....Business Cards
 Delivery Zone/Area:.....Area A, B, and C
 Contract Usage Type:.....Mandatory
 Public Agency Clause:Yes
 Contract Administration:.....Bonnie Sletten
 ---Phone Number:.....208-332-1606
 ---E-Mail:.....bonnie.sletten@adm.idaho.gov

Contractor's Primary Contact
 SALES
 ---Attn:.....Linda Steed
 ---Address:.....1 Stationary Place
 ---City, State, Zip:.....Rexburg, ID 83441
 Toll Free Number.....800-826-2693
 Fax Number:.....800-228-0368
 E-Mail:.....lsteed@artco.zgate.com

CUSTOMER SERVICE
 ---Attn:.....Chris Miller
 E-Mail:.....cmiller@artco.zgate.com
 Toll Free Number: 800-826-2693 x 7903

CONTRACTOR: Ship to the FOB DESTINATION point and BILL DIRECTLY to the ORDERING AGENCY. DO NOT MAIL INVOICES TO THE DIVISION OF PURCHASING. Notating the Contract Award Number on any invoices/statement will facilitate the efficient processing of payment.

Minimum Order Quantity:....1 Box of 250 cards...\$12.68
 Standard.....1 Box of 500 cards...\$17.93

Standard Delivery Time:.....4 – 6 days ARO

QUANTITIES: The State of Idaho, Division of Purchasing can only give approximations of quantities and will not be held responsible for figures given in this document.

Instructions:	
Freight / Handling Included in Price	
	By: BONNIE SLETTEN

STATEWIDE CONTRACT FOR BUSINESS CARDS AND PRICE SCHEDULE

INVOICING REQUIREMENTS

Contractor is to render invoices as instructed on individual purchase orders. Contractor to include the delivery date, location of delivery, purchase order number, contract number, product description and the quantity delivered. Invoices must be received within ten (10) working days after receipt of delivery.

CONFIRMATION OF ORDERS

All orders upon receipt must be acknowledged within 24 hours ARO (after receipt of order). Confirmation may be acknowledged via e-mail or telephone; whichever is the most convenient to the Contractor. Confirmation must be directed to the Agency representative that placed the order. Contact must also be made with the Agency representative if there are any problems with the original order.

WARRANTY

All orders must be in writing (including faxed copy or E-mails) from the ordering agency. It is the responsibility of the contractor, to insure that all completed jobs are correct as ordered, and fully meet all specifications. Jobs which are not as specified by the ordering agency shall be re-run and delivered by the contractor at his own expense.

Orders requiring correction shall be treated as "expedite orders" and shall be delivered to the ordering agency within five (5) calendar days from notification by the ordering agency that there is an error in the order. All cost associated with the correction shall be at the contractor's expense. If, for any reason, the contractor is unable or unwilling to correct the error in the required time, the agency may contract for the complete job with a vendor of their choice. Any expense for the replacement job, which is above the original contract price, shall be borne by the contract holder. Orders placed and later found to be in error will be paid for by the State. Contractor will be responsible for his errors and not the State, and the State will be responsible for the State errors, and not the contractor.

DELIVERY TIMES

All prices bid shall include delivery to the ordering Agency within seven (7) calendar days ARO (after receipt of order) for all items, **unless the Contractor offers a shorter delivery time**. All orders will be delivered F.O.B. destination, freight prepaid and allowed to the ordering Agency. Any portion of an order to be shipped without transportation charges that is back ordered will be shipped without charge.

Packaging: Each box of five hundred (500) cards will have a card affixed to the outside of the box as an expedient means of reference.

Packing Slip: Each shipment shall include a packing slip showing the Agency order number, item number, product description and the quantity shipped.

Shipping Carton: All orders packed for shipping shall be individually wrapped and labeled with Agency's name, location (street address, building, floor and room number), Department or Agency function, name of ordering person (if required by Agency), order number, and number of cartons.

1. To be printed on 80# White Cover Stock or comparable card stock.
2. To be Thermography printed, or equal.
3. Size 2" X 3-1/2"
4. Cards are to be cut square, design and letters to be sharp, with no evidence of smeared ink, and printing to be set square on cards.
5. Delivery time for orders shall not exceed ten (10) calendar days, after receipt of order (ARO), including shipping time. EXCEPTION: Agencies that require a proof, delivery will be fourteen (14) calendar days after vendor receipt of final proof.
6. The estimated ink usage by percentage is; 40% Black, 40% Blue and the remaining 20% would be a combination of other colors, mostly Gray Maroon and Red.
7. Contractor will be responsible for the composition of the cards to be printed, however a few agencies may supply camera-ready copy or an electronic file. All materials such as, but not limited to; camera-ready artwork/copy, originals, diskettes, photographs, and negatives provided for this printing remain the property of the State. The vendor shall be responsible for the safekeeping of all materials during printing production. If any of the materials are damaged or lost, they shall be replaced by the vendor at no cost to the State of Idaho. All requested materials shall be returned to the State upon completion of the job. Failure to return materials may delay processing of payment.

8. STATE YOUR DELIVERY TIME 4 - 6 calendar days ARO.

9. PRINTING: A. List colors of ink included in standard pricing;

Black, Reflex Blue, PMS 342 Green, PMS 185 Red, Process Blue, PMS 208 Maroon, PMS 327 Teal, PMS 423 Grey, PMS 469 Brown, PMS 347 Green, PMS 267 Purple, PMS 021 Orange, PMS 877 Silver, PMS 872 Gold

B. List colors of ink if other than standard is desired;

Any other ink color not listed.

- | | |
|--|-----------------|
| 1.) Business Cards Printed, (500 per name) | \$ <u>17.93</u> |
| 2.) Business Cards Printed, (250 per name) | \$ <u>12.68</u> |

10. ADDITIONAL COSTS:

- | | |
|---|---------------------|
| a. Use of one optional color only | \$ <u>No Charge</u> |
| b. Use of two color combination | \$ <u>6.38</u> |
| c. Adding foil standard Logo, One color | \$ <u>42.53</u> |
| Two color | \$ <u>99.23</u> |
| d. Extra Logo, other than State Seal | \$ <u>2.58</u> |
| e. Line(s) over ten (10). Cost per line | \$ <u>.84</u> |
| f. Screens | \$ <u>No Charge</u> |
| g. Custom Layout | \$ <u>No Charge</u> |
| h. 1 st Proof | \$ <u>No Charge</u> |
| 2 nd Proof | \$ <u>9.50</u> |

I. Optional Recycled Paper –up to 10 Boxes \$ 27.59

11. First proof (faxed or E-mailed) will be provided free of charge. The second or subsequent proofs for agency changes will be at contractor's price. (Item 7.h., second or subsequent proof). Second or subsequent proofs changed by contractor error will be at contractor's expense.
12. Business Cards cannot be ordered electronically. However, you can e mail your order. Please contact for more information.

<u>Chris Miller</u>	<u>800-882-3183</u>
Contact person(s)	Phone