

State of Vermont

Buildings and General Services
Office of Purchasing & Contracting
109 State St
Montpelier VT 05609-3001
USA

CONTRACT



Vendor ID 0000041408
Vermont Correctional Industries/Vermont
280 State Dr, NOB 2 S
Waterbury VT 05671-2000
USA

Contract ID 00000000000000000000031144		Page 1 of 3
Contract Dates 03/31/2016 to 04/01/2019		Origin CPS
Description: CPS - STATIONARY & FORMS		Contract Maximum \$9,999,999.99
Buyer Name Linda T Wortman	Buyer Phone 828-5684	Contract Status Approved

Phone #: (802) 241-1472

Line #	Item ID	Item Desc	UOM	Unit Price	Max Qty	Max Amt
1	4890	BUSINESS CARDS - PRINTED IN GREEN AND BLACK INK. SIZE: 3.5" X 2". STOCK: RECYCLED 100 LB. BRISTOL, WHITE. SEE ATTACHED PRICE LIST.	LOT	0.01000	0.00	0.00
2	4570	LETTERHEAD, PRINTS 2 COLORS: BLACK & GREEN-(BLACK & GOLD FOR COURTS) ONE SIDE. SIZE: 8.5" X 11" STOCK: 20 LB. WHITE, RECYCLED 100% CHLORINE FREE. SEE ATTACHED PRICE LIST.	T	0.01000	0.00	0.00
3	4571	LETTERHEAD, PRINTED IN BLACK INK, ONE SIDE, SIZE: 8.5" X 11". STOCK: 20 LB. WHITE, RECYCLED 100% CHLORINE FREE. SEE ATTACHED PRICE LIST.	T	0.01000	0.00	0.00
4	4901	FORMS - PRINTED IN BLACK INK FROM CAMERAREADY COPY. SIZE: 8.5" X 11". STOCK: 20 LB. BOND, RECYCLED 100% CHLORINE FREE. ADDITIONAL OPTIONS AVAILABLE. SEE ATTACHED PRICE LIST.	LOT	0.01000	0.00	0.00
5	4891	INDEX CARDS, PRINTED IN BLACK INK, ONE SIDE, CAMERA READY. STOCK: 110 LB. INDEX, WHITE. SEE ATTACHED PRICE LIST.	LOT	0.01000	0.00	0.00
6	4892	INDEX CARDS, PRINTED IN BLACK INK, TWO SIDES, CAMERA READY. STOCK: 110 LB. INDEX, WHITE. SEE ATTACHED PRICE LIST.	LOT	0.01000	0.00	0.00
7	2385	CARBONLESS BOND PRECOLLATED SETS, 8.5 X 11" PRINTS IN BLACK INK, ONE SIDE, CAMERA READY, SAME COPY ON EACH PART. SEE ATTACHED PRICE LIST FOR OPTIONS AND PRICING PER PARTS.	T	0.01000	0.00	0.00
8	2386	CARBONLESS BOND PRECOLLATED SETS, 8.5" X 11", PRINTS IN BLACK INK, TWO SIDES, CAMERA READY, SAME COPY ON EACH PART. SEE ATTACHED PRICE LIST FOR OPTIONS AND PRICING PER PARTS.	T	0.01000	0.00	0.00
9		CARBONLESS BOND PRECOLLATED SETS, 8.5" X 5.5" PRINTS IN BLACK INK, ONE SIDES, CAMERA READY, SAME COPY ON EACH PART. SEE ATTACHED PRICE LIST FOR OPTIONS AND PRICING PER PARTS	T	0.01000	0.00	0.00
10		CARBONLESS BOND PRECOLLATED SETS, 8.5" X 5.5" PRINTS IN BLACK INK, TWO SIDES, CAMERA READY, SAME COPY ON EACH PART. SEE ATTACHED PRICE LIST FOR OPTIONS AND PRICING PER PARTS	T	0.01000	0.00	0.00

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Contract ID 000000000000000000031144	Page 2 of 3
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Description: CPS - STATIONARY & FORMS	Contract Maximum \$9,999,999.99
Buyer Name Linda T Wortman	Buyer Phone 828-5684
	Contract Status Approved

Phone #: (802) 241-1472

Line #	Item ID	Item Desc	UOM	Unit Price	Max Qty	Max Amt
11		MEMORANDUMS. BLACK INK, ONE SIDE 20# WHITE BOND RECYCLED CHLORINE FREE STOCK. SEE ATTACHED PRICE SHEET FOR SIZES AND PRICING.	T	0.01000	0.00	0.00

CONTRACT TERMS AND ADDITIONAL INFORMATION

SCOPE: PRODUCE STATIONARY AND FORMS FOR SOV AGENCIES AND DEPARTMENTS

CONTRACT TERM: THIS CONTRACT IS WRITTEN FOR A PERIOD OF TWENTY FOUR (24) MONTHS WITH THE OPTION TO RENEW FOR TWO (2) ADDITIONAL TWELVE MONTH PERIODS.

DELIVERY PERFORMANCE MEASUREMENTS: PENALTY MAY BE IMPOSED ON CONTRACTORS THAT HAVE CONTINUAL LATE DELIVERIES. THESE PENALTIES MAY INCLUDE BUT ARE NOT LIMITED TO CANCELLATION OF ORDERS, REQUEST FOR DISCOUNTED PRICING, NON-USE OF AN OFFERING CONTRACTOR OR CANCELLATION OF THE CONTRACTOR'S CONTRACT. THE ACCEPTABLE QUALITY LEVEL FOR ON TIME DELIVERY WILL BE 99%; THE CUSTOMER WILL REPORT ANY DELIVERIES THAT DO NOT MEET THE CONTRACTOR'S PROMISED DELIVERY DATE OF THE OFFICE OF PURCHASING AND CONTRACTING. CONTRACTOR'S DELIVERY PERFORMANCE MAY BE REVIEWED IN PERIODIC CONTRACT REVIEWING BETWEEN THE STATE OF VERMONT AND THE CONTRACTOR.

TERMS: NET 30 DAYS

QUANTITY: THE ANNUAL VALUE AND QUANTITIES ARE ESTIMATED ONLY BASED ON PRIOR USAGE; ACTUAL PURCHASES MAY BE HIGHER OR LOWER DEPENDING ON THE STATE'S NEEDS. THE CONTRACT MAXIMUM IS NOT REFLECTIVE OF ACTUAL USAGE.

DELIVERY: RESPONSIBILITY FOR PRODUCT DELIVERY REMAINS WITH THE CONTRACTOR UNTIL THE PRODUCT IS PROPERLY DELIVERED AND SIGNED FOR IN ACCORDANCE WITH THE OFFICE OF PURCHASING & CONTRACTING TERMS AND CONDITIONS. SHIPMENTS SHALL BE SECURELY AND PROPERLY PACKED, ACCORDING TO ACCEPTED COMMERCIAL PRACTICES, WITHOUT EXTRA CHARGE FOR PACKING CASES OR OTHER CONTAINERS. SUCH CONTAINERS WILL REMAIN THE PROPERTY OF THE STATE UNLESS OTHERWISE STATED. DELIVERED GOODS THAT DO NOT CONFORM TO THE SPECIFICATIONS OR ARE NOT IN GOOD CONDITION UPON RECEIPT SHALL BE REPLACED PROMPTLY BY THE CONTRACTOR.

PRICING: ALL EQUIPMENT PRICING IS TO INCLUDE F.O.B. DELIVERY TO THE ORDERING FACILITY. NO REQUEST FOR EXTRA DELIVERY COST WILL BE HONORED. ALL EQUIPMENT SHALL BE DELIVERED ASSEMBLED, SERVICED, OILED, AND READY FOR IMMEDIATE USE, UNLESS OTHERWISE REQUESTED BY THE PURCHASING AGENCY.

QUALITY: ALL PRODUCTS PROVIDED UNDER THESE AGREEMENTS WILL BE NEW AND UNUSED, UNLESS OTHERWISE STATED. FACTORY SECONDS OR REMANUFACTURED PRODUCTS WILL NOT BE ACCEPTED UNLESS SPECIFICALLY REQUESTED BY THE PURCHASING AGENCY. ALL PRODUCTS PROVIDED BY THE CONTRACTOR MUST MEET ALL FEDERAL, STATE, AND LOCAL STANDARDS FOR QUALITY AND SAFETY REQUIREMENTS. PRODUCTS NOT MEETING THESE STANDARDS WILL BE DEEMED UNACCEPTABLE AND RETURNED TO THE CONTRACTOR FOR CREDIT AT NO CHARGE TO THE STATE.

METHOD OF ORDERING: PURCHASE ORDERS MUST BE USED TO ORDER ITEMS AVAILABLE UNDER THIS CONTRACT. IF VERBAL ORDERS ARE GIVEN A CONFIRMING PURCHASE ORDER MUST BE ISSUED.

INVOICING: ALL INVOICES ARE TO BE RENDERED BY THE CONTRACTOR ON THE VENDOR'S STANDARD BILLHEAD AND FORWARDED DIRECTLY TO THE INSTITUTION OR AGENCY ORDERING MATERIALS OR SERVICES AND SHALL SPECIFY THE ADDRESS TO WHICH PAYMENTS WILL BE SENT.

CANCELLATION: THE STATE SPECIFICALLY RESERVES THE RIGHT TO CANCEL THE CONTRACT, OR ANY PORTION THEREOF, IF, IN THE OPINION OF ITS COMMISSIONER OF BUILDINGS AND GENERAL SERVICES, THE SERVICES OR MATERIALS SUPPLIED BY THE CONTRACTOR ARE NOT SATISFACTORY OR ARE NOT CONSISTENT WITH THE TERMS OF THE CONTRACT

DEFAULT: IN CASE OF DEFAULT OF THE CONTRACTOR, THE STATE MAY PROCURE THE MATERIALS OR SUPPLIES FROM OTHER SOURCES AND HOLD THE CONTRACTOR RESPONSIBLE FOR ANY EXCESS COST OCCASIONED THEREBY, PROVIDED, THAT IF PUBLIC NECESSITY REQUIRES THE USE OF MATERIALS OR SUPPLIES NOT CONFORMING TO THE SPECIFICATIONS THEY MAY BE ACCEPTED AND PAYMENT THEREFORE SHALL BE MADE AT A PROPER REDUCTION IN PRICE.

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Line #	Item ID	Item Desc	UOM	Unit Price	Max Qty	Max Amt
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CONTRACT TERMS: THIS CONTRACT WILL BE SUBJECT TO REVIEW THROUGHOUT ITS TERM. THE STATE WILL CONSIDER CANCELLATION UPON DISCOVERY THAT A VENDOR IS IN VIOLATION OF ANY PORTION OF THE AGREEMENT, INCLUDING AN INABILITY BY THE VENDOR TO PROVIDE THE PRODUCTS, SUPPORT, AND/OR SERVICE OFFERED IN THEIR RESPONSE.

VERMONT STATE COLLEGES: THIS CONTRACT IS ALSO AVAILABLE FOR USE BY THE UNIVERSITY OF VERMONT AND THE VERMONT STATE COLLEGES INC., A SEPARATE CORPORATION, HAVING UNDER ITS JURISDICTION CASTLETON STATE COLLEGE, JOHNSON STATE COLLEGE, LYNDON STATE COLLEGE, COMMUNITY COLLEGE OF VERMONT, AND THE VERMONT TECHNICAL COLLEGE.

TOWNS AND SCHOOLS OF THE STATE OF VERMONT: AT THE BIDDER'S ELECTION POLITICAL SUBDIVISIONS AND INDEPENDENT COLLEGES OF THE STATE MAY PARTICIPATE IN STATE CONTRACTS AT THE SAME PRICES, TERMS AND CONDITIONS. ITEMS FURNISHED TO POLITICAL SUBDIVISIONS AND INDEPENDENT COLLEGES WILL BE BILLED DIRECTLY TO AND PAID FOR BY THE POLITICAL SUBDIVISIONS OR INDEPENDENT COLLEGES AND NEITHER THE STATE NOR ITS COMMISSIONER OF BUILDINGS AND GENERAL SERVICES PERSONALLY OR OFFICIALLY ASSUMES ANY RESPONSIBILITY FOR THESE PAYMENTS.

AGENCIES & DEPARTMENTS ARE REQUESTED TO ADVISE THE PURCHASING AGENT AT ONCE OF THE FAILURE ON THE PART OF THE CONTRACTOR TO FULFILL ANY OF THE TERMS OR CONDITIONS OF THIS CONTRACT.

PLEASE REFER TO THE ASSIGNED CONTRACT NUMBER/PURCHASE ORDER # ON ALL CORRESPONDENCE, DELIVERY DOCUMENTS AND INVOICES.

CHANGE ORDER #1 - 3/19/2018

THE STATE IS HEREBY ELECTING TO EXERCISE RENEWAL OPTION YEAR ONE THEREBY EXTENDING THE PERIOD OF PERFORMANCE UNDER THIS AGREEMENT FOR A ONE YEAR TERM UNTIL APRIL 1, 2019. AS OF APRIL 1, 2018 THE VENDOR IS INCREASING 27 OF THE 260 ITEMS BY AN AVERAGE OF 7% AND THE REST OF THE ITEMS ARE BEING INCREASED BY 3% ACROSS THE BOARD.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

VCI PRINT SHOP: (P) 800-834-2268

IF YOU HAVE ANY QUESTIONS REGARDING THIS DOCUMENT PLEASE CONTACT:

LINDA WORTMAN
PURCHASING AGENT
802-828-4658
FAX # 802-828-2222
linda.wortman@vermont.gov

IF YOU ARE VIEWING THIS CONTRACT IN VISION TO SEE CURRENT PRICE LIST CLICK ON "VIEW" BUTTON BELOW.

WE THE UNDERSIGNED PARTIES AGREE TO BE BOUND BY THIS CONTRACT

By the STATE of VERMONT

By the CONTRACTOR

Date: _____

Date: _____

Signature: _____

Signature: _____

Name: Christopher Cole

Name: _____

Title: BGS Commissioner

Title: _____

Email: _____

Email: _____

BUSINESS CARDS					
(green and black, one sided, printed on RECYCLED 80 lb. Bright White)			(green and black, TWO sided, printed on RECYCLED 80 lb. Bright White)		
Quantity	3-1/2" x 2"	Item Number	Quantity	3-1/2" x 2"	Item Number
250	\$ 26.52	P3600	250	\$ 27.58	P3605
500	\$ 32.96	P3601	500	\$ 37.13	P3606
1000	\$ 43.26	P3602	1000	\$ 50.92	P3607

LETTERHEAD - 100% Chlorine Free - Rag Bond - 20 lb.		
One Color (Black), One Sided		
PRICES ARE PER THOUSAND 500 sheets are actual price		
Quantity	8-1/2" x 11"	Item Number
500 sheets	\$54.28	P3015
1,000 sheets	\$62.37	P3015
2,000 sheets	\$48.78	P3015
5,000 sheets	\$39.17	P3015
10,000 sheets	\$36.28	P3015
Two Color (Black & Green; Green & Gold for Courts Only), One Sided		
Quantity	8-1/2" x 11"	Item Number
500 sheets	\$89.50	P3000
1,000 sheets	\$97.56	P3000
2,000 sheets	\$65.47	P3000
5,000 sheets	\$46.22	P3000
10,000 sheets	\$39.80	P3000

LETTERHEAD - 100% Chlorine Free - White Rolland New Life - 20 lb.		
One Color (Black), One Sided		
PRICES ARE PER THOUSAND 500 sheets are actual price		
Quantity	8-1/2" x 11"	Item Number
500 sheets	\$52.12	P3017
1,000 sheets	\$37.64	P3017
2,000 sheets	\$28.95	P3017
5,000 sheets	\$26.06	P3017
10,000 sheets	\$49.16	P3017
Gold for Courts Only), One Sided		
Quantity	8-1/2" x 11"	Item Number
500 sheets	\$84.39	P3022
1,000 sheets	\$87.34	P3022
2,000 sheets	\$55.25	P3022
5,000 sheets	\$36.00	P3022
10,000 sheets	\$29.58	P3022

FORMS/MEMORANDUMS - 100% Chlorine Free Paper - 20 lb.						
Item Number:	One Sided White Bond Paper			Item Number:	Two Sided White Bond Paper	
	P3025	P3050	P3060		P3070	P3080
Quantity	8-1/2" x 5-1/2"	8-1/2" x 11"	8-1/2" x 14"	Quantity	8-1/2" x 11"	8-1/2" x 14"
500 sheets	\$48.30	\$49.16	\$51.28	500 sheets	\$69.85	\$71.98
1,000 sheets	\$49.16	\$52.12	\$54.24	1,000 sheets	\$72.81	\$74.93
2,000 sheets	\$30.89	\$37.64	\$39.76	2,000 sheets	\$52.60	\$54.72
5,000 sheets	\$19.92	\$28.95	\$31.08	5,000 sheets	\$43.91	\$46.03
10,000 sheets	\$16.27	\$26.06	\$28.18	10,000 sheets	\$41.01	\$43.14

FORMS/MEMORANDUMS - 100% Chlorine Free Paper - 20 lb.				
One Sided Color Paper				
Item Number:	P3030	P3055	P3065	P3068
Quantity	8-1/2" x 5-1/2"	8-1/2" x 11"	8-1/2" x 14"	11" x 17"
500 sheets	\$49.53	\$52.92	\$55.00	\$59.05
1,000 sheets	\$51.02	\$55.84	\$57.96	\$65.69
2,000 sheets	\$32.75	\$41.35	\$43.48	\$50.49
5,000 sheets	\$21.78	\$32.66	\$34.78	\$37.46
10,000 sheets	\$18.13	\$29.77	\$31.89	\$34.42
Two Sided Color Paper				
Item Number:	P3074	P3085	P3090	
Quantity	8-1/2" x 11"	8-1/2" x 14"	11" x 17"	
500 sheets	\$71.71	\$73.83	\$76.88	
1,000 sheets	\$76.52	\$78.64	\$83.51	
2,000 sheets	\$56.31	\$73.82	\$62.29	
5,000 sheets	\$47.63	\$58.43	\$53.17	
10,000 sheets	\$44.72	\$46.84	\$50.13	

PRICES ARE PER THOUSAND
500 sheets are actual price

FORMS/MEMORANDUMS - 8 1/2" x 11 - 100% Chlorine Free Paper - 60 lb.				
PRICES ARE PER THOUSAND				
Quantity	One Sided White	One Sided Color	Two Sided White	Two Sided Color
Item Number:	P3100	P3115	P3130	P3145
500 sheets	\$50.22	\$51.03	\$70.92	\$72.50
1,000 sheets	\$54.24	\$55.30	\$74.93	\$78.12
2,000 sheets	\$39.76	\$40.82	\$54.72	\$57.91
5,000 sheets	\$31.08	\$32.14	\$46.03	\$49.20
10,000 sheets	\$28.18	\$29.24	\$43.14	\$46.32

INDEX CARDS - 110 lb. All Colors						
PRICES ARE PER THOUSAND						
Item Number:	One Sided - Black Ink			Two Sided - Black Ink		
	P3200	P3210	P3220	P3230	P3240	P3250
Quantity	3" x 5"	4" x 6"	5" x 8"	3" x 5"	4" x 6"	5" x 8"
500 sheets	\$ 57.82	\$ 60.84	\$ 67.05	\$ 78.51	\$ 81.53	\$ 87.74
1,000 sheets	\$ 61.16	\$ 67.21	\$ 79.31	\$ 81.84	\$ 87.90	\$ 100.31
2,000 sheets	\$ 43.58	\$ 49.63	\$ 62.04	\$ 58.55	\$ 64.59	\$ 77.00
5,000 sheets	\$ 33.02	\$ 39.07	\$ 51.49	\$ 47.99	\$ 54.03	\$ 66.45
10,000 sheets	\$ 29.51	\$ 35.56	\$ 47.97	\$ 44.48	\$ 50.52	\$ 62.93

CARBONLESS BOND PRECOLLATED SETS - One Sided				
(8-1/2" x 11" Recycled, black ink, ONE sided, camera ready, same copy on each part).				
Item Number:	P3305	P3325	P3340	P3355
Quantity	2 part	3 part	4 part	5 part
500 sheets	\$ 82.24	\$ 99.70	\$ 134.34	\$ 160.61
1,000 sheets	\$ 89.95	\$ 135.46	\$ 143.96	\$ 169.07
2,000 sheets	\$ 74.01	\$ 103.17	\$ 129.17	\$ 154.44
5,000 sheets	\$ 57.99	\$ 83.77	\$ 119.15	\$ 145.65
10,000 sheets	\$ 54.76	\$ 85.75	\$ 116.23	\$ 133.80

CARBONLESS BOND PRECOLLATED SETS - Two Sided				
(8-1/2" x 11" Recycled, black ink, TWO sided, camera ready, same copy on each part).				
Item Number:	P3385	P3400	P3415	P3430
Quantity	2 part	3 part	4 part	5 part
500 sheets	\$ 98.03	\$ 133.16	\$ 181.71	\$ 223.41
1,000 sheets	\$ 115.40	\$ 140.16	\$ 204.26	\$ 235.16
2,000 sheets	\$ 100.76	\$ 125.96	\$ 157.46	\$ 207.98
5,000 sheets	\$ 91.98	\$ 117.43	\$ 151.64	\$ 199.19
10,000 sheets	\$ 89.05	\$ 114.59	\$ 142.03	\$ 196.28

CARBONLESS BOND PRECOLLATED SETS				
(8-1/2" x 5-1/2" Recycled, black ink, ONE sided, camera ready, same copy on each part).				
Item Number:	P3300	P3320	P3335	P3350
Quantity	2 part	3 part	4 part	5 part
500 sheets	\$ 65.12	\$ 80.54	\$ 89.01	\$ 110.92
1,000 sheets	\$ 68.54	\$ 84.78	\$ 93.70	\$ 116.75
2,000 sheets	\$ 53.90	\$ 70.14	\$ 79.06	\$ 102.12
5,000 sheets	\$ 45.11	\$ 61.36	\$ 70.97	\$ 93.34
10,000 sheets	\$ 41.96	\$ 58.43	\$ 69.97	\$ 90.41

CARBONLESS BOND PRECOLLATED SETS				
(8-1/2" x 5-1/2" Recycled, black ink, TWO sided, camera ready, same copy on each part).				
Item Number:	P3380	P3395	P3410	P3425
Quantity	2 part	3 part	4 part	5 part
500 sheets	\$ 72.79	\$ 90.21	\$ 104.12	\$ 119.64
1,000 sheets	\$ 76.62	\$ 94.95	\$ 121.70	\$ 125.94
2,000 sheets	\$ 61.98	\$ 80.32	\$ 110.02	\$ 121.45
5,000 sheets	\$ 53.20	\$ 71.53	\$ 101.13	\$ 111.30
10,000 sheets	\$ 50.26	\$ 68.61	\$ 99.72	\$ 109.79

CARBONLESS BOND PRECOLLATED SETS				
(8-1/2" x 14" Recycled, black ink, ONE sided, camera ready, same copy on each part).				
Item Number:	P3310	P3330	P3345	P3357
Quantity	2 part	3 part	4 part	5 part
500 sheets	\$ 86.18	\$ 119.76	\$ 151.54	\$ 183.53
1,000 sheets	\$ 103.88	\$ 126.74	\$ 164.82	\$ 188.68
2,000 sheets	\$ 80.32	\$ 108.74	\$ 144.02	\$ 174.04
5,000 sheets	\$ 64.94	\$ 100.77	\$ 135.25	\$ 165.25
10,000 sheets	\$ 62.94	\$ 96.66	\$ 132.31	\$ 153.41

CARBONLESS BOND PRECOLLATED SETS				
(8-1/2" x 14" Recycled, black ink, TWO sided, camera ready, same copy on each part).				
Item Number:	P3390	P3405	P3420	P3435
Quantity	2 part	3 part	4 part	5 part
500 sheets	\$ 101.97	\$ 147.37	\$ 195.99	\$ 243.02
1,000 sheets	\$ 118.36	\$ 154.58	\$ 229.03	\$ 257.24
2,000 sheets	\$ 107.07	\$ 139.95	\$ 175.02	\$ 227.59
5,000 sheets	\$ 98.30	\$ 131.16	\$ 167.90	\$ 218.80
10,000 sheets	\$ 95.37	\$ 128.25	\$ 157.10	\$ 215.89

ADDITIONAL CHARGE FOR PRECOLLATED SETS (8-1/2" x 14")					
Item Number:	P3317	P3333	P3348	P3358	P3375
Quantity	2 part	3 part	4 part	5 part	6 part
price per 1,000	\$ 7.08	\$ 10.60	\$ 14.12	\$ 17.74	\$ 21.20

Color Collation For Standard Precollated Sets	
2 Part	white, yellow
3 Part	white, yellow, pink
4 Part	white, yellow, pink, goldenrod
5 Part	white, green, yellow, pink, goldenrod

OPTIONAL FEATURES			
Item Number	Discription	Cost	Comment
P4100	Numbering, crash on carbonless bond sets	\$ 17.51	Per 1000
P4120	Padding, in units of 25, 50, or 100 with chipboard back	\$ 12.36	Per 1000
P4140	Composition/Graphic Design Services/Typesetting	\$ 36.05	per order
P4141	Typesetting for Envelopes	\$ 15.00	Per order
P4143	PMS Ink or additional PMS Ink for Envelopes	\$ 32.50	Per order
P4135	Colored ink instead of black	\$ 32.40	Per run additional lot charge
P4130	Drilling either standard three hole or two hole	\$ 3.10	Per 1000
P4105	Folding	\$ 20.60	Per 1000
P4115	Stapling	\$ 3.60	Per 1000
P4110	Banding (lots of 25, 50 or 100)	\$ 0.15	Per 1000
P4165	Perforating	\$ 10.30	Per 1000
P4125	Collating	\$ 25.75	Per 1000