



New York Contract Summary

Contract # PC70236	Group 20915 Furniture All Types	Effective: April 12, 2024	Expires: December 1, 2028
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Price List in Effect:	NYSC Catalog		
	*Wall mounted products are NOT included in this contract; nor are custom products.		
Awarded Categories:	Category 3: General Purpose Tables Category 7: Office Furniture (Casegoods, Bookcases, Lounge, Seating & Tables) Category 10: Systems Furniture		
Shipping:	Standard Freight Policy applies		
Lead Time:	Standard lead-times shall apply; delivery not to exceed 60 days ARO		
Payment Terms:	Net 30; NYS Procurement Card- accepted for orders not to exceed \$50,000		
Installation:	<u>Installation Cost as % of Final Price:</u>	<u>Downstate*</u> 25%	<u>Upstate**</u> 20%
	<u>Inside Delivery Cost as % of Final Price:</u>	<u>Downstate*</u> 15%	<u>Upstate**</u> 10%
	*Downstate is defined as: Metropolitan NYC area, (Rockland, Westchester, Nassau, Suffolk, Queens, Kings, New York, Bronx & Richmond counties) **Upstate is defined as: the rest of New York State		
Design Services:	Design services can be quoted and invoiced as needed by the Dealer and will be required to be on a separate PO to the Dealer.		
Contract Pricing & Discounts:	<u>List Price</u>	<u>End User Discount</u>	<u>Dealer Discount (Dealer Bill)</u>
	\$100-\$24,999	49%	55%
	\$25,000-\$74,999	51%	TBD
	\$75,000 +	53%	TBD
Dealer Fee:	<u>Direct Bill:</u> 12% payable to Dealer after receipt of payment from End User <u>Dealer Bill:</u> No separate Dealer fee is paid. Dealer fee is recovered through the difference between the End User discount and Dealer Discount. <u>SPIFF:</u> 2% Spiff only available on Dealer Bill orders, less than \$24,999 List		
Authorized Dealers:	Authorized Dealers		



Ordering Instructions:

Option 1: (Direct Bill) End User places order directly with MergeWorks

- > Purchase Order MUST be made out to MergeWorks c/o Authorized Dealer
- > Purchase Order MUST include contract number
- > Purchase Order MUST reflect correct End User contract pricing and discount
- > End User is invoiced directly. Dealer Fee to be paid after receipt of payment from End User
- > NYS P-Card orders MUST include copy of quote, proposal or documentation detailing product and pricing

Ordering Address:

MergeWorks
c/o Authorized Dealer name
1732 Universal City, Blvd, Ste 101
Universal City, TX 78148

Option 2: (Dealer Bill) End User orders through Authorized Dealer

- > Authorized Dealer MUST submit Purchase Order to MergeWorks (at standard Dealer discount)
- > Authorized Dealer MUST provide a copy of End User Purchase Order (at contract discount)
- > Both Purchase Orders MUST reference MergeWorks contract number
- > Dealer invoiced directly
- > Standard freight and credit card fees apply

MergeWorks' Contact Information:

Dealers may contact MergeWorks Customer Service at:

Phone: 800-597-1195

Email: orders@mergeworks.com

Warranty:

MergeWorks published standard warranty shall apply. The warranty can be found on our website.

Revised Orders

Orders entered and Verified cannot be changed or modified without MergeWorks' written consent. Any subsequent change is subject to incurred costs and to MergeWorks' ability to secure materials and labor. MergeWorks reserves the right to increase the Acknowledged price, if such a change warrants any extra charge.

Cancellations

Orders which have not entered production, and for which MergeWorks has not initiated any cost that are specific to such order (such as but not limited to ordering of fabric or parts specific to the order) may be cancelled with MergeWorks' prior written consent. However, MergeWorks reserves the right to assess a service fee at its discretion. Once production has begun, neither standard nor custom orders may be changed or cancelled.

Returns

Merchandise may not be returned without MergeWorks' prior written consent. Authorized return merchandise is subject to a handling and restocking charge. All freight charges must be prepaid by Buyer on return shipments or they will not be accepted. Damaged materials and build to order items cannot be returned under any conditions.

MERGEWORKS