

VENDOR CONTRACT

Between BizSupplies and
(Company Name)

THE INTERLOCAL PURCHASING SYSTEM (TIPS)

For

Promotional and Award Products

CONTRACT NUMBER 5022516

General Information

The vendor contract shall include the contract, the terms and conditions, special terms and conditions, any agreed upon amendments, as well as all of the sections of the solicitation and the awarded vendor's proposal. Once signed, if an awarded vendor's proposal varies or is unclear in any way from the TIPS contract, TIPS, at its sole discretion, will decide which provision will prevail. Other documents to be included are the awarded vendor's proposals, task orders, purchase orders and any adjustments which have been issued.

The following pages will constitute the contract between the successful vendors(s) and TIPS. Bidders shall state, in a separate writing, and include with their proposal response, any required exceptions or deviations from these terms, conditions, and specifications. If agreed to by TIPS, they will be incorporated into the final contract.

The Vendor Contract ("Contract") made and entered into by and between The Interlocal Purchasing System (hereinafter referred to as "TIPS" respectfully) a government cooperative purchasing program authorized by the Region VIII Education Service Center, having its principal place of business at 4845 US Hwy 271 North, Pittsburg, Texas 75686. This contract consists of the provisions set forth below, including provisions of all Attachments referenced herein. In the event of a conflict between the provisions set forth below and those contained in any Attachment, the provisions set forth shall control.

Definitions

PURCHASE ORDER is the TIPS member's approval providing the authority to proceed with the negotiated delivery order under the contract. Special terms and conditions as agreed to between the vendor and TIPS member will be added as addendums to the PO. Items such as certificate of insurance, bonding requirements, small or disadvantaged business goals are some of the addendums possible.

PREMIUM HOURS are defined as those hours not included in regular hours or recognized holidays. Premium hours are to be approved by the TIPS member for each delivery order and noted in the delivery order proposal as a line item during negotiations.

REGULAR HOURS are defined as those hours between the hours of 7 AM and 6 PM Monday thru Friday.

Terms and Conditions

Freight

All deliveries shall be freight prepaid, F.O.B. destination and shall be included in all pricing offered unless otherwise clearly stated in writing.

Warranty Conditions

All supplies equipment and services shall include manufacturer's minimum standard warranty unless otherwise agreed to in writing. Vendor shall be an authorized dealer, distributor or manufacturer for all products. All equipment proposed shall be new unless clearly stated in writing.

Customer Support

The Vendor shall provide timely and accurate customer support to TIPS members. Vendors shall respond to such requests within one (1) working day after receipt of the request. Vendor shall provide training regarding products and services supplied by the Vendor unless otherwise clearly stated in writing at the time of purchase. (Unless training is a line item sold or packaged and must be purchased with product.)

Contracts

All contracts and agreements between Vendors and TIPS Members shall strictly adhere to the statutes that are set forth in the Uniform Commercial Code as most recently revised.

Contracts for purchase will normally be put into effect by means of a purchase order(s) executed by authorized agents of the participating government entities.

Davis Bacon Act requirements will be met when Federal Funds are used for construction and/or repair of buildings.

Tax exempt status

A taxable item sold, leased, rented to, stored, used, or consumed by any of the following governmental entities is exempted from the taxes imposed by this chapter: (1) the United States; (2) an unincorporated instrumentality of the United States; (3) a corporation that is an agency or instrumentality of the United States and is wholly owned by the United States or by another corporation wholly owned by the United States; (4) the State of Texas; (5) a Texas county, city, special district, or other political subdivision; or (6) a state, or a governmental unit of a state that borders Texas, but only to the extent that the other state or governmental unit

exempts or does not impose a tax on similar sales of items to this state or a political subdivision of this state. Texas Tax Code § 151.309.

Assignments of contracts

No assignment of contract may be made without the prior written approval of TIPS. Payment can only be made to the awarded Vendor or vendor assigned dealer.

Disclosures

1. Vendor affirms that he/she has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant in connection with this contract.
2. Vendor shall attach, in writing, a complete description of any and all relationships that might be considered a conflict of interest in doing business with participants in the TIPS program.
3. The vendor affirms that, to the best of his/her knowledge, the offer has been arrived at independently, and is submitted without collusion with anyone to obtain information or gain any favoritism that would in any way limit competition or give an unfair advantage over other vendors in the award of this contract.

Renewal of Contracts

The contract is for one (1) year with an option for renewal for 2 consecutive years. Total term of contract can be up to 3 years if sales are reported through the contract and both parties agree.

Shipments

The Vendor shall ship ordered products within five (5) working days after the receipt of the order. If a product cannot be shipped within that time, the Vendor shall notify TIPS and the requesting entity as to why the product has not shipped and shall provide an estimated shipping date, if applicable. TIPS or the requesting entity may cancel the order if estimated shipping time is not acceptable.

Invoices

The Vendor or vendor assigned dealer shall submit invoices, to the TIPS participant. Each invoice shall include the TIPS participant's purchase order number. The shipment tracking number or pertinent information for verification of TIPS participant receipt shall be made available upon request. The Vendor or vendor assigned dealer shall not invoice for partial shipments unless agreed to in writing in advance by TIPS and the TIPS participant.

Payments

The TIPS participant will make payments directly to the Vendor or vendor assigned dealer at net 30 days after receiving invoice.

Pricing

The Vendor contracts to provide pricing to TIPS and its participating governmental entities that is the lowest pricing available to like cooperative purchasing customers and the pricing shall remain so throughout the duration of the contract.

The Vendor agrees to promptly lower the cost of any product purchased through TIPS following a reduction in the manufacturer or publisher's direct cost to the Vendor. Price increases will be honored. However, the Vendor shall honor previous prices for thirty (30) days after written notification to TIPS of an increase.

All pricing submitted to TIPS shall include the participation fee to be remitted to TIPS by the Vendor. Vendor will not show adding the fee to the invoice presented to customer. The normal fee is 2%, but can be negotiated with the Vendor.

Participation Fees

Vendor or vendor assigned dealer contracts to pay the participation fee for all contract sales to TIPS on a monthly scheduled report. Vendor must login to the TIPS database and use the "Submission Report" section to report sales. The Vendor or vendor assigned dealers are responsible for keeping record of all sales that go through the TIPS contract. Failure to pay the participation fee will result in termination of contract. Please contact TIPS at tips@tips-usa.com or call (866) 839-8477 if you have questions about paying fees.

Indemnity

- 1. Indemnity for Personality Contracts.** Vendor agrees to indemnify and hold harmless and defend TIPS, TIPS member(s), officers and employees, from and against all claims and suits for damages, injuries to persons (including death), property damages, losses, and expenses including court costs and attorney's fees, arising out of, or resulting from, Vendor's performance of this contract, including all such causes of action based upon common, constitutional, or statutory law, or based in whole or in part, upon allegations of negligent or intentional acts on the part of the Vendor, its officers, employees, agents, subcontractors, licensees, invitees, whether or not such claims are based in whole or in part upon the negligent acts or omissions of the TIPS, TIPS member(s), officers, employees, or agents.
- 2. Indemnity for Performance Contracts.** The Vendor agrees to indemnify and hold harmless and defend TIPS, TIPS member(s), officers and employees from and against all claims and suits for damages, injuries to persons (including death), property damages, losses, and expenses including court costs and attorney's fees, arising out of, or resulting from, Vendor's work under this contract, including all such causes of action based upon common, constitutional, or statutory law, or based in whole or in part, upon allegations of negligent or intentional acts on the part of the Vendor, its officers, employees, agents, subcontractors, licensees, or invitees. Vendor further agrees to indemnify and

hold harmless and defend TIPS, TIPS member(s), officers and employees, from and against all claims and suits for injuries (including death) to an officer, employee, agent, subcontractor, supplier or equipment lessee of the Vendor, arising out of, or resulting from, Vendor's work under this contract whether or not such claims are based in whole or in part upon the negligent acts or omissions of the TIPS, TIPS member(s), officers, employees, or agents.

Attorney's Fees--Texas Local Government Code § 271.159 is expressly referenced.

Pursuant to §271.159, TEXAS LOC. GOV'T CODE, in the event that any one of the Parties is required to obtain the services of an attorney to enforce this Agreement, the prevailing party, in addition to other remedies available, shall be entitled to recover reasonable attorney's fees and costs of court.

Multiple Vendor Awards

TIPS reserves the right to award multiple vendor contracts for categories when deemed in the best interest of the TIPS membership. Bidders scoring 80% or above will be considered for an award. Categories are established at the discretion of TIPS.

State of Texas Franchise Tax

By signature hereon, the bidder hereby certifies that he/she is not currently delinquent in the payment of any franchise taxes owed the State of Texas under Chapter 171, Tax Code.

Miscellaneous

The Vendor acknowledges and agrees that continued participation in TIPS is subject to TIPS sole discretion and that any Vendor may be removed from the participation in the Program at any time with or without cause. Nothing in the contract or in any other communication between TIPS and the Vendor may be construed as a guarantee that TIPS participants will submit any orders at any time. TIPS reserves the right to request additional proposals for items already on contract at any time.

Purchase Order Pricing/Product Deviation

If a deviation of pricing/product on a purchase order occurs, TIPS is to be notified within 24 hours of receipt of order.

Cancellation for non-performance or contract deficiency

TIPS may terminate any contract if TIPS Members have not used the contract, or if purchase volume is determined to be "low volume" in any 12-month period. TIPS reserves the right to cancel the whole or any part of this contract due to failure by awarded vendor to carry out any obligation, term or condition of the contract. TIPS may issue a written deficiency notice to awarded vendor for acting or failing to act in any of the following:

- Providing material that does not meet the specifications of the contract;

- Providing work and/or material that was not awarded under the contract;
- Failing to adequately perform the services set forth in the scope of work and specifications;
- Failing to complete required work or furnish required materials within a reasonable amount of time;
- Failing to make progress in performance of the contract and/or giving TIPS reason to believe that awarded vendor will not or cannot perform the requirements of the contract; and/or
- Performing work or providing services under the contract prior to receiving a TIPS reviewed purchase order for such work.

Upon receipt of the written deficiency, awarded vendor shall have ten (10) days to provide a satisfactory response to TIPS. Failure to adequately address all issues of concern may result in contract cancellation. Upon cancellation under this paragraph, all goods, materials, work, documents, data and reports prepared by awarded vendor under this contract shall become the property of the TIPS Member on demand.

TIPS Member Purchasing Procedures

Purchase orders are issued by participating TIPS member to the awarded vendor indicating on the PO "Contract Number". Purchase Order is emailed to TIPS at tipspo@tips-usa.com.

- Awarded vendor delivers goods/services directly to the participating member.
- Awarded vendor invoices the participating TIPS member directly.
- Awarded vendor receives payment directly from the participating member.
- Awarded vendor reports sales monthly to TIPS (unless prior arrangements have been made with TIPS to report monthly).

Form of Contract

The form of contract for this solicitation shall be the Request for Proposal, the awarded proposal(s) and best and final offer(s), and properly issued and reviewed purchase orders referencing the requirements of the Request for Proposals. If a vendor submitting an offer requires TIPS and/or TIPS Member to sign an additional agreement, a copy of the proposed agreement must be included with the proposal.

Vendor contract documents: TIPS will review proposed vendor contract documents. Vendor's contract document shall not become part of TIPS's contract with vendor unless and until an authorized representative of TIPS reviews and approves it.

Licenses

Awarded vendor shall maintain in current status all federal, state and local licenses, bonds and permits required for the operation of the business conducted by awarded vendor. Awarded vendor shall remain fully informed of and in compliance with all ordinances and regulations pertaining to the lawful provision of services under the contract. TIPS reserves the right to stop

work and/or cancel contract of any awarded vendor whose license(s) expire, lapse, are suspended or terminated.

Novation

If awarded vendor sells or transfers all assets or the entire portion of the assets used to perform this contract, a successor in interest must guarantee to perform all obligations under this contract. TIPS reserves the right to accept or reject any new party. A simple change of name agreement will not change the contractual obligations of awarded vendor.

Site Requirements (when applicable to service or job)

Cleanup: Awarded vendor shall clean up and remove all debris and rubbish resulting from their work as required or directed by TIPS Member. Upon completion of work, the premises shall be left in good repair and an orderly, neat, clean and unobstructed condition.

Preparation: Awarded vendor shall not begin a project for which TIPS Member has not prepared the site, unless awarded vendor does the preparation work at no cost, or until TIPS Member includes the cost of site preparation in a purchase order.

Site preparation includes, but is not limited to: moving furniture, installing wiring for networks or power, and similar pre-installation requirements.

Registered sex offender restrictions: For work to be performed at schools, awarded vendor agrees that no employee of a sub-contractor who has been adjudicated to be a registered sex offender will perform work at any time when students are or reasonably expected to be present. Awarded vendor agrees that a violation of this condition shall be considered a material breach and may result in the cancellation of the purchase order at the TIPS Member's discretion.

Awarded vendor must identify any additional costs associated with compliance of this term. If no costs are specified, compliance with this term will be provided at no additional charge.

Safety measures: Awarded vendor shall take all reasonable precautions for the safety of employees on the worksite, and shall erect and properly maintain all necessary safeguards for protection of workers and the public. Awarded vendor shall post warning signs against all hazards created by the operation and work in progress. Proper precautions shall be taken pursuant to state law and standard practices to protect workers, general public and existing structures from injury or damage.

Smoking

Persons working under contract shall adhere to local smoking policies. Smoking will only be permitted in posted areas or off premises.

Invoices

The awarded vendor shall submit invoices to the participating entity clearly stating "Per TIPS Contract". The shipment tracking number or pertinent information for verification shall be made available upon request.

Marketing

Awarded vendor agrees to allow TIPS to use their name and logo within website, marketing materials and advertisement. Any use of TIPS name and logo or any form of publicity, inclusive of press release, regarding this contract by awarded vendor must have prior approval from TIPS.

Supplemental agreements

The entity participating in the TIPS contract and awarded vendor may enter into a separate supplemental agreement to further define the level of service requirements over and above the minimum defined in this contract i.e. invoice requirements, ordering requirements, specialized delivery, etc. Any supplemental agreement developed as a result of this contract is exclusively between the participating entity and awarded vendor. TIPS, its agents, TIPS members and employees shall not be made party to any claim for breach of such agreement.

Legal obligations

It is the responding vendor's responsibility to be aware of and comply with all local, state and federal laws governing the sale of products/services identified in this RFP and any awarded contract thereof. Applicable laws and regulations must be followed even if not specifically identified herein.

Audit rights

Awarded Vendor shall, at their sole expense, maintain appropriate due diligence of all purchases made by TIPS Member that utilizes this Contract. TIPS and Region 8 ESC each reserve the right to audit the accounting for a period of three (3) years from the time such purchases are made. This audit right shall survive termination of this Agreement for a period of one (1) year from the effective date of termination. TIPS shall have authority to conduct random audits of Awarded Vendor's pricing that is offered to TIPS Members. Notwithstanding the foregoing, in the event that TIPS is made aware of any pricing being offered to eligible entities that is materially inconsistent with the pricing under this agreement, TIPS shall have the ability to conduct the audit internally or may engage a third-party auditing firm. In the event of an audit, the requested materials shall be provided in the format and at the location designated by Region 8 ESC or TIPS.

Force Majeure

If by reason of Force Majeure, either party hereto shall be rendered unable wholly or in part to carry out its obligations under this Agreement then such party shall give notice and fully particulars of Force Majeure in writing to the other party within a reasonable time after occurrence of the event or cause relied upon, and the obligation of the party giving such notice, so far as it is affected by such Force Majeure, shall be suspended during the continuance of the inability then claimed, except as hereinafter provided, but for no longer period, and such party shall endeavor to remove or overcome such inability with all reasonable dispatch.

Services

When applicable, performance bonds will be required on construction or labor required jobs over \$100,000 and payment bonds on jobs over \$25,000 or awarded vendor will meet the TIPS member's local and state purchasing requirements. Awarded vendors may need to provide additional capacity as jobs increase. Bonds will not require that a fee be paid to TIPS. The actual cost of the bond will be a pass through to the TIPS member and added to the purchase order.

Scope of Services

The specific scope of work for each job shall be determined in advance and in writing between TIPS Member and Awarded vendor. It is okay if the TIPS member provides a general scope, but the awarded vendor should provide a written scope of work to the TIPS member as part of the proposal. Once the scope of the job is agreed to, the TIPS member will issue a PO with the estimate referenced as an attachment along with bond and any other special provisions agreed to for the TIPS member. If special terms and conditions other than those covered within this solicitation and awarded contracts are required, they will be attached to the PO and shall take precedence over those in the base contract.

Project Delivery Order Procedures

The TIPS member having approved and signed an interlocal agreement, or other TIPS membership document, may make a request of the awarded vendor under this contract when the TIPS member has services that need to be undertaken. Notification may occur via phone, the web, email, fax, or in person.

Upon notification of a pending request, the awarded vendor shall make contact with the TIPS member as soon as possible, but must make contact with the TIPS member within two working days.

Scheduling of Projects

Scheduling of projects (if applicable) will be accomplished when the TIPS member issues a purchase order that will serve as "the notice to proceed". The period for the delivery order will include the mobilization, materials purchase, installation and delivery, design, weather, and site cleanup and inspection. No additional claims may be made for delays as a result of these items. When the tasks have been completed the awarded vendor shall notify the client and have the TIPS member inspect the work for acceptance under the scope and terms in the PO. The TIPS member will issue in writing any corrective actions that are required. Upon completion of these items, the TIPS member will issue a completion notice and final payment will be issued.

Support Requirements

If there is a dispute between the awarded vendor and TIPS member, TIPS or its representatives will assist in conflict resolution or third party (mandatory mediation), if requested by either party. TIPS, or its representatives, reserves the right to inspect any project and audit the awarded vendors TIPS project files, documentation and correspondence.

Special Terms and Conditions

It is the intent of TIPS to contract with a reliable, high performance vendor to supply products and services to government and educational agencies. It is the experience of TIPS that the following procedures provide TIPS, the Vendor, and the participating agency the necessary support to facilitate a mutually beneficial relationship. The specific procedures will be negotiated with the successful vendor.

- **Contracts:** All vendor purchase orders must be emailed to TIPS at tipspo@tips-usa.com. Should an agency send an order direct to vendor, it is the vendor's responsibility to forward the order to TIPS at the email above within 24 business hours and confirm its receipt with TIPS.
 - **Promotion of Contract:** It is agreed that Vendor will encourage all eligible entities to purchase from the TIPS Program. Encouraging entities to purchase directly from the Vendor and not through TIPS contract is not acceptable to the terms and conditions of this contract and will result in removal of Vendor from Program. Vendor is expected to use marketing funds for the marketing and promotion of this contract.
 - **Daily Order Confirmation:** All contract purchase orders will be approved daily by TIPS and sent to vendor. The vendor must confirm receipt of orders to the TIPS member (customer) within 24 business hours.
 - **Vendor custom website for TIPS:** If Vendor is hosting a custom TIPS website, then updated pricing must be posted by 1st of each month.
 - **Back Ordered Products:** If product is not expected to ship within 3 business days, customer is to be notified within 24 hours and appropriate action taken based on customer request.
-

Check one of the following responses to the General Terms and Special Terms and Conditions:



We take no exceptions/deviations to the general and/or special terms and conditions.

(Note: If none are listed below, it is understood that no exceptions/deviations are taken.)



We take the following exceptions/deviations to the general and/or special terms and conditions. All exceptions/deviations must be clearly explained. Reference the corresponding general or special terms and conditions that you are taking exceptions/deviations to. The proposer must clearly state if you are adding additional terms and conditions to the general or special terms and conditions. Provide details on your exceptions/deviations below:

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

The Interlocal Purchasing System (TIPS Cooperative) Supplier Response

Bid Information		Contact Information		Ship to Information
Bid Creator	Kim Thompson Coordinator of Office Operations	Address	Region VIII Education Service Center 4845 US Highway 271 North Pittsburg, TX 75686	Address
Email	Kim.Thompson@tips-usa.com			Contact
Phone	(903) 575-2608	Contact	Kim Thompson, TIPS Office Manager	Department Building
Fax	(866) 929-4402			
Bid Number	5022516	Department Building		Floor/Room
Title	Promotional and Award Products			Telephone
Bid Type	RFP			Fax
Issue Date	12/02/2015	Floor/Room		Email
Close Date	1/15/2016 3:00:00 PM CT	Telephone	+1 (866) 839-8477	
Need by Date		Fax	+1 (866) 839-8472	
		Email	bids@tips-usa.com	

Supplier Information

Company BizSupplies
Address 5090 Richmond
#319
Houston, TX 77056
Contact Rusty Wood
Department
Building
Floor/Room
Telephone 1 (866) 533-9459
Fax 1 (800) 249-4524
Email rusty@bizsupplies.com
Submitted 1/12/2016 2:26:08 PM CT
Total \$0.00

Signature Rusty W

Email rusty@bizsupplies.com

Supplier Notes

Bid Notes

Bid Activities

Bid Messages

Please review the following and respond where necessary

#	Name	Note	Response
1	Yes - No	Disadvantaged/Minority/Women Business Enterprise - D/M/WBE (Required by some participating governmental entities) Vendor certifies that their firm is a D/M/WBE? Vendor must upload proof of certification to the "Response Attachments" D/M/WBE CERTIFICATES section.	No
2	Yes - No	Highly Underutilized Business - HUB (Required by some participating governmental entities) Vendor certifies that their firm is a HUB? Vendor must upload proof of certification to the "Response Attachments" HUB CERTIFICATES section.	No
3	Yes - No	The Vendor can provide services and/or products to all 50 US States?	No
4	States Served:	If answer is NO to question #3, please list which states can be served. (Example: AR, OK, TX)	AL, AZ, AR, CA, CO, CT, DE, FL, GA, ID, IL, IN, IA, KS, KY, LA, ME, MD, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, OH, OK, OR, PA, RI, SC, SD, TN, TX, UT, VT, VA, WA, WV, WI, WY
5	Company and/or Product Description:	This information will appear on the TIPS website in the company profile section, if awarded a TIPS contract. (Limit 750 characters.)	BizSupplies has been serving customers across the continental United States with office products, janitorial products, teaching supplies, toner, furniture, technology products, first aid equipment, safety supplies and industrial products and chemicals. We supply our customers on a next business day basis from over 30 distribution centers across the United States offering over 40,000 products. Our distributor, United Stationers has purchased two large companies in the past few years (LaGasse and ORS Nasco) which now provide us with a growing number of industrial supply products and chemicals.
6	Primary Contact Name	Primary Contact Name	Rusty Wood
7	Primary Contact Title	Primary Contact Title	President
8	Primary Contact Email	Primary Contact Email	rusty@bizsupplies.com
9	Primary Contact Phone	Enter 10 digit phone number. (No dashes or extensions)	8665339459
10	Primary Contact Fax	Enter 10 digit phone number. (No dashes or extensions)	8002494524
11	Primary Contact Mobile	Enter 10 digit phone number. (No dashes or extensions)	8176897157
12	Secondary Contact Name	Secondary Contact Name	Rushelle Wetzel
13	Secondary Contact Title	Secondary Contact Title	Customer Service
14	Secondary Contact Email	Secondary Contact Email	rushelle@bizsupplies.com
15	Secondary Contact Phone	Enter 10 digit phone number. (No dashes or extensions)	8665339459
16	Secondary Contact Fax	Enter 10 digit phone number. (No dashes or extensions)	8002494524
17	Secondary Contact Mobile	Enter 10 digit phone number. (No dashes or extensions)	8174759700

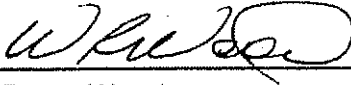
18	Admin Fee Contact Name	Admin Fee Contact Name. This person is responsible for paying the admin fee to TIPS.	MeDina Hicks
19	Admin Fee Contact Email	Admin Fee Contact Email	medin@bizsupplies.com
20	Admin Fee Contact Phone	Enter 10 digit phone number. (No dashes or extensions)	8665339459
21	Purchase Order Contact Name	Purchase Order Contact Name. This person is responsible for receiving Purchase Orders from TIPS.	Rushelle Wetzel
22	Purchase Order Contact Email	Purchase Order Contact Email	rushelle@bizsupplies.com
23	Purchase Order Contact Phone	Enter 10 digit phone number. (No dashes or extensions)	8665339459
24	Company Website	Company Website (Format - www.company.com)	http://www.bizsupplies.com
25	Federal ID Number:	Federal ID Number also known as the Employer Identification Number. (Format - 12-3456789)	
26	Primary Address	Primary Address	5090 Richmond Ave. #319
27	Primary Address City	Primary Address City	Houston
28	Primary Address State	Primary Address State (2 Digit Abbreviation)	TX
29	Primary Address Zip	Primary Address Zip	77056
30	Search Words:	Please list search words to be posted in the TIPS database about your company that TIPS website users might search. Words may be product names, manufacturers, or other words associated with the category of award. YOU MAY NOT LIST NON-CATEGORY ITEMS. (Limit 500 words) (Format: product, paper, construction, manufacturer name, etc.)	Promotional Products, Promotional Awards,Award Certificates, Imprinted Products,Custom Products,Custom Binders,Graduation Certificate Holders
31	Yes - No	Do you wish to be eligible to participate in a TIPS contract in which a TIPS member utilizes federal funds on contracts exceeding \$100,000? (Non-Construction) (If YES, vendor should download the Federal Regulations for Contracts document from the Attachments section, fill out the form and submit the document in the "Response Attachments" FEDERAL FUNDS section.) (Vendor must also download the Suspension or Debarment Certificate document from the Attachments section, fill out the form and submit the document in the "Response Attachments" SUSPENSION OR DEBARMENT section.)	Yes
32	Yes - No	Certification of Residency (Required by the State of Texas) Company submitting bid is a Texas resident bidder?	Yes
33	Company Residence (City)	Vendor's principal place of business is in the city of?	Houston
34	Company Residence (State)	Vendor's principal place of business is in the state of?	Texas
35	Felony Conviction Notice:	(Required by the State of Texas) My firm is, as outlined on PAGE 5 in the Instructions to Bidders document: (Questions 36 - 37)	(No Response Required)
36	Yes - No	A publicly held corporation; therefore, this reporting requirement is not applicable?	No
37	Yes - No	Is owned or operated by individual(s) who has/have been convicted of a felony? If answer is YES, a detailed explanation of the name(s) and conviction(s) must be uploaded to the "Response Attachments" FELONY CONVICTION section.	No

38	Pricing Information:	Pricing information section. (Questions 39 - 42)	(No Response Required)
39	Yes - No	In addition to the typical unit pricing furnished herein, the Vendor agrees to furnish all current and future products at prices that are proportionate to Dealer Pricing. If answer is NO, include a statement detailing how pricing for TIPS participants would be calculated in the PRICING document that is uploaded to the "Response Attachments" PRICING section.	Yes
40	Yes - No	Pricing submitted includes the TIPS administration fee?	Yes
41	Yes - No	Vendor agrees to remit to TIPS the required administration fee?	Yes
42	Yes - No	Additional discounts to TIPS members for bulk quantities or scope of work?	Yes
43	Start Time	Average start time after receipt of customer order is ____ working days?	1
44	Years Experience	Company years experience in this category?	20
45	Resellers:	Does the vendor have resellers that it will name under this contract? (If applicable, vendor should download the Reseller/Dealers spreadsheet from the Attachments section, fill out the form and submit the document in the "Response Attachments" RESELLERS section.	No
46	Prices are guaranteed for?	(__ Month(s), __ Year(s), or Term of Contract) (Standard term is "Term of Contract")	3 Months

Line Items		
Response Total:		\$0.00

CONTRACT Signature Form

The undersigned hereby proposes and agrees to furnish goods and/or services in compliance with the terms, specifications and conditions at the prices quoted unless noted in writing. The undersigned further certifies that he or she is an authorized agent of the company and has authority to negotiate and contract for the company named below.

Company Name: BizSupplies
Mailing Address: 5090 Richmond #319
City: Houston
State: TX
Zip: 77056
Telephone Number: 866-533-9459
Fax Number: 800-249-4524
Email Address: rusty@bizsupplies.com
Authorized Signature: 
Printed Name: Rusty Wood
Position: President

This contract is for a total TERM of one year with the option of two additional years. Vendors shall honor the participation fee for any sales made based on the TIPS contract. Failure to pay the fee will be grounds for termination of contract and will affect the award of future contracts.

Blenda McNaught 2/25/16
TIPS Authorized Signature Date

David Wayne Fitts 2/25/16
Approved by Region VIII ESC Date

References

**** Must have at least 3 References. References must be School, City, County, University, State Agency or Other Government.**

Organization	City	State	Contact Name	Contact Phone
Dawson Education Cooperative	Arkadelphia	Arkansas	Veronica Nelson	870-246-3077
Weatherford ISD	Weatherford	Texas	Lori Boswell	817-598-2800
Chisum ISD	Chisum	Texas	Sherry Gribble	903-737-2830
White Settlement ISD	Fort Worth	Texas	Pat Chapman	817-367-1305
Sanger ISD	Sanger	Texas	Susan Kwast	940-458-7438



2016
CATALOG

Samsill®
P R O M O

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18-19	Zipper Binder Padfolios	▼
20-21	Tablet Cases	▼
22	Laptop Bags & Cases	▼
23	ID & Badge Holders	▼
24-25	Business Accessories	▼
26	Policy Holders	▼
27-28	Card Cases	▼
29-33	Ring Binders	▼
34-35	Multi-Function Organizers	▼
36-39	Capabilities & Info	▼

Touch of Color Spiral Journal

- 80 lined sheets
- Wire bound
- Durable poly cover
- Elastic band closure
- Pen loop
- 5"x 7"

DECORATION METHOD

Includes one location;
one color screen print.
Imprint area: 3"x 3"
\$55.00 (G) Set-up charge

SKU / COLOR

22400 | Black | Blue | Red | Yellow



DECORATION	50	100	250	500	1000
Screen Print	\$4.71	\$4.44	\$4.23	\$4.07	\$3.95 (5C)

Fashion Hardbound Journal

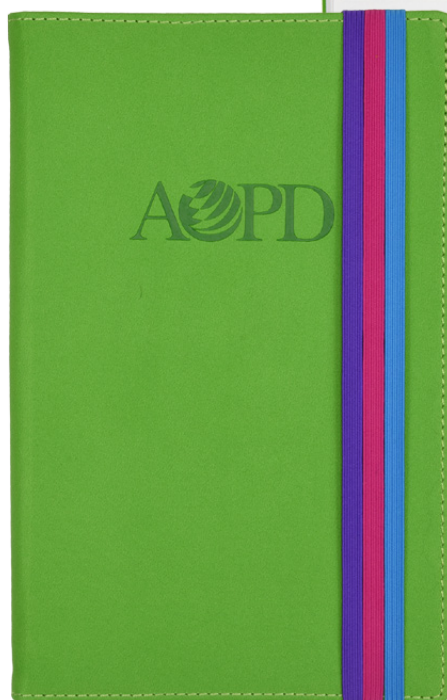
- 120 lined sheets
- 3 coordinating multi-color elastic band closure perfect for marking multiple pages
- Ribbon bookmark
- Acid-free paper
- 5.25"x 8.25"

DECORATION METHOD

Includes one location;
one color foil stamp,
blind deboss or brand.
Imprint area: 4"x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

22315 | Green
22316 | Purple
22317 | Pink
22318 | Aqua



DECORATION	25	50	100	250	500
Deboss/Foil/Brand	\$9.24	\$8.72	\$8.30	\$7.98	\$7.75 (5C)

NEW

JOURNALS

SHIPS IN
FIVE DAYS
or it's free!

Classic Hardbound Journal

- 120 lined sheets
- Elastic band closure
- Ribbon bookmark
- Acid free paper
- 5.25"x 8.25"

DECORATION METHOD

Includes one location;
one color foil stamp or blind
deboss. Imprint area: 4"x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

- 22300 | Black
22301 | Blue
22302 | Red
22303 | Purple
22304 | Green



DECORATION	50	100	250	500	1000
Deboss/Foil	\$8.64	\$8.15	\$7.77	\$7.47	\$7.25 (5C)



Pocket Hardbound Journal

- 120 lined sheets
- Elastic band closure
- Ribbon bookmark
- Acid free paper
- 3.5"x 5.5"

DECORATION METHOD

Includes one location;
one color foil stamp or
blind deboss. Imprint area: 2"x 3"
\$55.00 (G) Set-up charge

SKU / COLOR

- 22305 | Black
22306 | Blue
22307 | Red



Large Hardbound Journal

- 120 lined sheets
- Elastic band closure
- Ribbon bookmark
- Acid free paper
- 7.5"x 10"

DECORATION METHOD

Includes one location;
one color foil stamp or
blind deboss. Imprint area: 4"x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

- 22310 | Black
22311 | Blue
22312 | Red

SHIPS IN
FIVE DAYS
or it's free!

DECORATION	50	100	250	500	1000
Deboss/Foil	\$6.20	\$5.85	\$5.57	\$5.36	\$5.20 (5C)

DECORATION	50	100	250	500	1000
Deboss/Foil	\$10.61	\$10.01	\$9.53	\$9.17	\$8.90 (5C)

Vintage Hardbound Journal

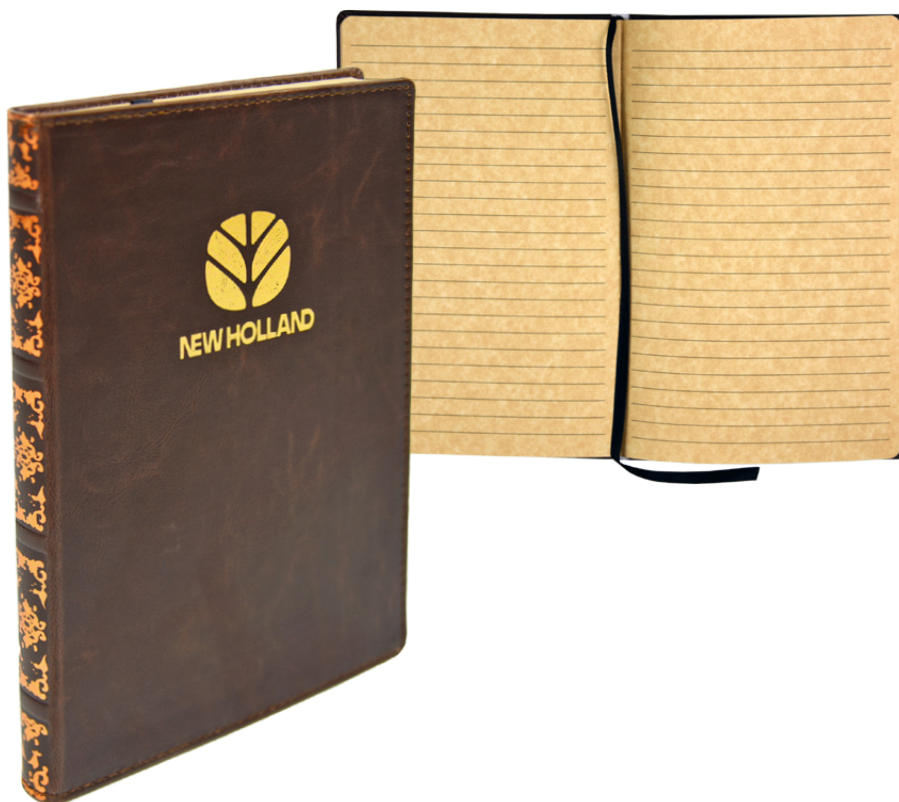
- 100 lined sheets
- Antique hardback look
- Bronze spine decoration
- Parchment style paper
- Ribbon bookmark
- 5.25" x 8.25"

DECORATION METHOD

Includes one location;
one color foil stamp or blind
deboss. Imprint area: 4" x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

22350 | Brown



DECORATION	25	50	100	250	500
Deboss/Foil	\$14.90	\$14.06	\$13.39	\$12.88	\$12.50 (5C)

Vintage Soft-sided Journal

- 120 lined sheets
- Vintage styling for unique and upscale look
- Cover is removable, refillable, and fits any 5.25" x 8.25 soft-sided journal refill
- Ribbon bookmark
- 5.25" x 8.25" writing journal included

DECORATION METHOD

Includes one location;
one color foil stamp or blind
deboss. Imprint area: 4" x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

22450 | Black

22451 | Dark Brown



DECORATION	25	50	100	250	500
Deboss/Foil	\$9.96	\$9.39	\$8.94	\$8.60	\$8.35 (5C)

SHIPS IN
FIVE DAYS
or it's free!

Classic Executive Ring Binder

- Leather-like cover with sewn edges
- Concealed rivet construction
- Brass plated ring metal and corners
- Two inside pockets
- Holds 8.5"x 11" pages

SKU / RING / COLOR

15130 | 1" | Black
 15134 | 1" | Burgundy
 15150 | 1.5" | Black
 15154 | 1.5" | Burgundy
 15160 | 2" | Black
 15164 | 2" | Burgundy

DECORATION METHOD

Includes one location;
 one color foil stamp or blind
 deboss. Imprint area: 4"x 4"
 \$55.00 (G) Set-up charge



DECORATION	RING SIZE	25	50	100	250	500
Deboss/Foil	1"	\$13.06	\$12.32	\$11.73	\$11.28	\$10.95 (5C)
Deboss/Foil	1.5"	\$14.01	\$13.22	\$12.59	\$12.10	\$11.75 (5C)
Deboss/Foil	2"	\$16.15	\$15.24	\$14.51	\$13.96	\$13.55 (5C)

Sealed & Stitched Ring Binder

- Smooth and shiny leather-like material
- Heat sealed construction with decorative perimeter stitch
- Concealed rivet construction
- Inside front pocket

SKU / RING / COLOR

15030 | 1" | Black
 15032 | 1" | Navy Blue
 15034 | 1" | Burgundy
 15037 | 1" | White

15050 | 1.5" | Black
 15052 | 1.5" | Navy Blue
 15054 | 1.5" | Burgundy
 15057 | 1.5" | White

 **Made in USA**

DECORATION METHOD

Includes one location;
 one color foil stamp or blind
 deboss. Imprint area: 4"x 4"
 \$55.00 (G) Set-up charge



DECORATION	RING SIZE	25	50	100	250	500
Deboss/Foil	1"	\$14.96	\$14.12	\$13.44	\$12.93	\$12.55 (5C)
Deboss/Foil	1.5"	\$15.56	\$14.68	\$13.98	\$13.44	\$13.05 (5C)

Classic Executive Zipper Ring Binder

- Leather-like cover with sewn edges
- 1.5" ring holds 8.5"x11" pages, sheet protectors, and indexes
- Clamshell zipper design keeps contents secure
- Brass plated ring metal and corners
- Inside document pockets

SKU / COLOR

15250 | Black

DECORATION METHOD

Includes one location;
 one color foil stamp or blind
 deboss. Imprint area: 4"x 4"
 \$55.00 (G) Set-up charge



DECORATION	25	50	100	250	500
Deboss/Foil	\$19.02	\$17.94	\$17.09	\$16.43	\$15.95 (5C)

SHIPS IN
FIVE DAYS
or it's free!

Sealed Vinyl Padfolio

- Heavyweight construction with premium quality vinyl
- Document pocket inside
- 8.5" x 11" writing pad included

DECORATION METHOD

Includes one location;
one color screen print.
Imprint area: 8.75" x 12"
\$55.00 (G) Set-up charge

SKU / COLOR

7041 | Available in any
vinyl color

 **Made in USA**



DECORATION	50	100	250	500	1000
Screen Print	\$8.29	\$7.82	\$7.44	\$7.16	\$6.95 (5C)



Color Arch Padfolio

- Padded leather grain cover with contrasting scuba vinyl and stitching
- Inside front cover document, ID, and business card pockets
- Pen loop
- 8.5" x 11" writing pad included

DECORATION METHOD

Includes one location;
one color screen print.
Imprint area: 6" x 9"
\$55.00 (G) Set-up charge

SKU / COLOR

90914 | Black
90915 | Blue
90916 | Red



DECORATION	25	50	100	250	500
Screen Print	\$11.68	\$11.19	\$10.66	\$10.25	\$10.00 (5C)

PADFOLIOS

SHIPS IN
FIVE DAYS
or it's free!

Diamond Deboss Fashion Padfolio

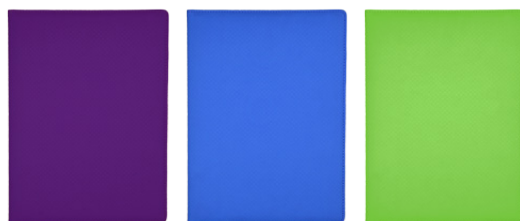
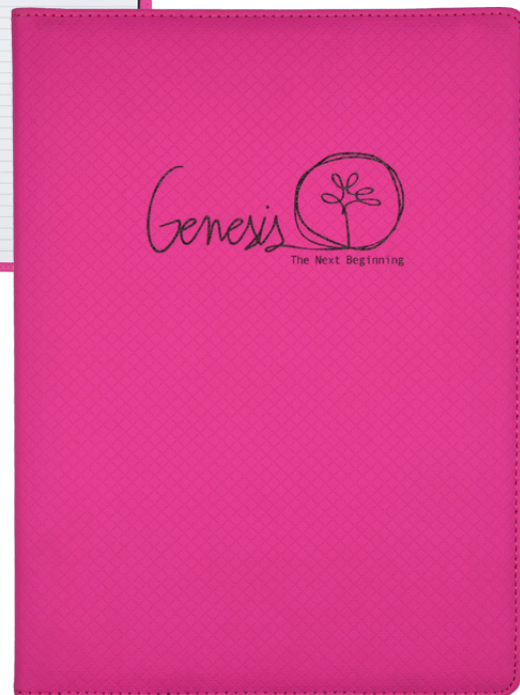
- Debossed diamond design and bright colors provide a stylish look
- Softly padded cover with hand turned & stitched edges
- Inside document pocket, card pocket, and pen loop
- 8.5"x 11" writing pad included

DECORATION METHOD

Includes one location;
one color screen print.
Imprint area: 9"x 12"
\$55.00 (G) Set-up charge

SKU / COLOR

70861 | Pink
70862 | Blue
70863 | Purple
70864 | Lime



DECORATION	25	50	100	250	500
Screen Print	\$13.06	\$12.32	\$11.63	\$11.28	\$10.95 (5C)

NEW

Diamond Deboss Junior Padfolio

- Debossed diamond design and bright colors provide a stylish look
- Softly padded cover with hand turned & stitched edges
- Inside document pocket, card pocket, and pen loop
- 5"x 8" writing pad included

DECORATION METHOD

Includes one location;
one color screen print.
Imprint area: 5"x 8"
\$55.00 (G) Set-up charge

SKU / COLOR

70866 | Pink
70867 | Blue
70868 | Purple
70869 | Lime



DECORATION	25	50	100	250	500
Screen Print	\$7.09	\$6.69	\$6.37	\$6.13	\$5.95 (5C)

SHIPS IN
FIVE DAYS
or it's free!

Classic Padfolio

- Leather-like cover with sewn edges
- Brass or nickel plated corners
- Interior front cover document and business card pockets
- Pen loop
- 8.5" x 11" writing pad included

DECORATION METHOD

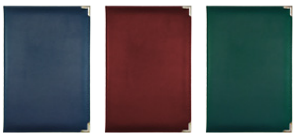
Includes one location;
one color foil stamp
or blind deboss.
Imprint area: 4"x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

- 70010 | Black
- 70012 | Navy
- 70014 | Burgundy
- 70016 | Green



DECORATION	50	100	250	500	1000
Deboss/Foil	\$10.43	\$9.84	\$9.37	\$9.01	\$8.75 (5C)



Classic Jr. Padfolio

- Leather-like cover with sewn edges
- Nickel or brass corners
- Inside front document pocket
- Pen loop
- 5" x 8" writing pad included

DECORATION METHOD

Includes one location;
one color foil stamp or blind
deboss. Imprint area: 4"x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

- 70000 | Black
- 70002 | Navy
- 70004 | Burgundy
- 70006 | Green

DECORATION	50	100	250	500	1000
Deboss/Foil	\$8.05	\$7.59	\$7.23	\$6.95	\$6.75 (5C)



Classic Deluxe Padfolio

- Traditional Classic style with leather-like material and padded covers
- Nickel or brass corners
- Inside front cover document and business card pockets
- Pen loop
- 8.5"x11" writing pad included

DECORATION METHOD

Includes one location;
one color foil stamp or blind
deboss. Imprint area: 4"x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

- 70020 | Black
- 70022 | Navy
- 70024 | Burgundy
- 70026 | Green

DECORATION	25	50	100	250	500
Deboss/Foil	\$13.41	\$12.65	\$12.05	\$11.59	\$11.25 (5C)

SHIPS IN
FIVE DAYS
or it's free!

Professional™ Padfolio

- Look and feel of fine napa leather with softly padded covers
- Inside document and business card pockets
- Pen loop
- 8.5" x 11" writing pad included

DECORATION METHOD

Includes one location;
one color foil stamp or blind
deboss. Imprint area: 4"x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

70810 | Black



DECORATION	25	50	100	250	500
Deboss/Foil	\$15.44	\$14.57	\$13.87	\$13.34	\$12.95 (5C)

Professional™ Snap-Shut Padfolio

- Look and feel of fine napa leather with softly padded covers
- Dual snap closure for additional capacity
- Expandable document pocket
- Dual power calculator
- Business card and ID pocket
- Pen loop
- 8.5" x 11" writing pad included

DECORATION METHOD

Includes one location;
one color screen print.
Imprint area: 11"x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

70890 | Black



DECORATION	25	50	100	250	500
Screen Print	\$18.48	\$17.43	\$16.60	\$15.97	\$15.50 (5C)

SHIPS IN
FIVE DAYS
or it's free!

Leather Trim Padfolio

- Softly padded covers with leather trim accent
- Inside front cover document and business card pocket
- Pen loop
- 8.5" x 11" writing pad included

DECORATION METHOD

Includes one location; one color foil stamp or blind deboss. Imprint area: 4" x 4" \$55.00 (G) Set-up charge

SKU / COLOR

71310 | Black



DECORATION	25	50	100	250	500
Deboss/Foil	\$17.47	\$16.48	\$15.69	\$15.09	\$14.65 (5C)

Medallion Padfolio

- Soft leather-like exterior
- Permanent brass 1-1/8" brass medallion
- Two interior document pockets
- Business card pocket
- Pen loop
- 8.5" x 11" writing pad

DECORATION METHOD

Includes etched brass medallion 1-1/8" diameter. \$55.00 (G) Set-up charge

SKU / COLOR

71510 | Black



DECORATION	25	50	100	250	500
Medallion	\$19.02	\$17.94	\$17.09	\$16.43	\$15.95 (5C)

SHIPS IN FIVE DAYS or it's free!

NEW

Contrast Stitch Leather Junior Padfolio

- Bonded leather cover with contrast stitching
- Interior document pocket
- Business card pocket
- Pen loop
- 5"x 8" writing pad included

DECORATION METHOD

Includes one location;
one color foil stamp.
Imprint area: 4"x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

71730 | Black

71736 | Tan



DECORATION	25	50	100	250	500
Foil Stamp	\$11.86	\$11.19	\$10.66	\$10.25	\$9.95 (5C)

Contrast Stitch Leather Padfolio

- Leather cover with contrast stitching
- Interior document pocket
- Business card pocket
- Pen loop
- 8.5"x11" writing pad included

DECORATION METHOD

Includes one location;
one color foil stamp.
Imprint area: 4"x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

71710 | Black

71713 | Red

71716 | Tan



DECORATION	25	50	100	250	500
Foil Stamp	\$19.02	\$17.94	\$17.09	\$16.43	\$15.95 (5C)

SHIPS IN
FIVE DAYS
or it's free!

Professional™ Zipper Padfolio with iPad Pocket

- Look and feel of napa leather with softly padded covers
- Interior lined pocket for iPad or other tablets up to 10.1"
- Expandable document pocket and zipper security pocket
- Exterior full length pocket
- Pockets for business cards and media storage
- Wraparound zipper provides security for important contents
- Pen loop
- 8.5" x 11" writing pad included

DECORATION METHOD

Includes one location;
one color foil stamp or blind deboss. Imprint area: 4"x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

70820 | Black



DECORATION	25	50	100	250	500
Deboss/Foil	\$19.02	\$17.94	\$17.09	\$16.43	\$15.95 (5C)

Professional™ Junior Zipper Padfolio

- Look and feel of napa leather with softly padded covers
- Exterior document pocket
- Interior expandable pocket sized for tablets up to 10.1"
- Pockets for business cards and notes
- Elastic loops for pens and USB drives
- Wraparound Zipper
- 5" x 7" writing pad included but also fits composition size pads

DECORATION METHOD

Includes one location;
one color foil stamp or blind deboss. Imprint area: 4"x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

70821 | Black



DECORATION	25	50	100	250	500
Deboss/Foil	\$13.06	\$12.32	\$11.73	\$11.28	\$10.95 (5C)

ZIPPER PADFOLIOS

SHIPS IN
FIVE DAYS
or it's free!

Leather Trim Zipper Padfolio

- Softly padded covers with leather trim accent
- Inside front cover document and business card pocket
- Wraparound zipper provides security for important contents
- Pen loop
- 8.5" x 11" writing pad included

DECORATION METHOD

Includes one location;
one color foil stamp or
blind deboss.
Imprint area: 4" x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

71320 | Black



DECORATION	25	50	100	250	500
Deboss/Foil	\$19.02	\$17.94	\$17.09	\$16.43	\$15.95 (5C)

Medallion Zipper Padfolio

- Soft leather-like exterior
- Permanent brass 1-1/8" brass medallion
- Wraparound zipper provides security for important contents
- Two interior document pockets
- Business card pocket
- Pen loop
- 8.5" x 11" writing pad included

DECORATION METHOD

Includes etched brass
medallion 1-1/8" diameter.
\$55.00 (G) Set-up charge

SKU / COLOR

71520 | Black



DECORATION	12	25	50	100	250
Medallion	\$22.59	\$21.31	\$20.30	\$19.52	\$18.95 (5C)

SHIPS IN
FIVE DAYS
or it's free!

Regal™ iPad Zipper Composition Padfolio

- Superbly crafted leather exterior
- Features elastic organizer for flexible storage for iPad Air and other 10.1" tablets
- Wraparound zipper provides security for iPad and important documents
- Pen loop
- 7" x 10" writing pad included but also fits composition size writing pads

DECORATION METHOD

Includes one location;
one color foil stamp or blind
deboss. Imprint area: 4x4
\$55.00 (G) Set-up charge

SKU / COLOR

70700 | Black



DECORATION	25	50	100	250	500
Deboss/Foil	\$26.17	\$24.69	\$23.51	\$22.61	\$21.95 (5C)

iPad Zipper Padfolio with Smart Magnetic Flap

- Look and feel of napa leather with softly padded covers
- Features quick access front pocket with Smart magnetic closure designed for iPad Air and other 10.1" tablets
- Interior expandable document pocket, zippered security pocket, business card pockets, and pen loop
- Wraparound zipper provides security for important contents
- 8.5" x 11" writing pad included

DECORATION METHOD

Includes one location;
one color foil stamp.
Imprint area: 4x4
\$55.00 (G) Set-up charge

SKU / COLOR

70600 | Black



DECORATION	25	50	100	250	500
Foil Stamp	\$26.83	\$25.31	\$24.10	\$23.18	\$22.50 (5C)

SHIPS IN
FIVE DAYS
or it's free!

NEW

Vintage Hardback Zipper Padfolio

- Vintage hardback styling for unique and upscale look
- Wraparound zipper provides security for important contents
- Inside document, ID, business card, and multi-purpose pockets
- Pen loop
- 8.5" x 11" writing pad included

DECORATION METHOD

Includes one location;
one color foil stamp or blind
deboss. Imprint area: 4" x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

70835 | Black

70836 | Dark Brown



DECORATION	25	50	100	250	500	
Deboss/Foil	\$20.21	\$19.06	\$18.16	\$17.46	\$16.95	(5C)

E-Keeper™ Zipper Pocket Padfolio

- Look and feel of soft napa leather
- Dual compartments inside
- Wrap-around zipper provides security for important documents
- Interior zippered pockets
- Business card and media storage pockets
- Removable adhesive backed hook and loop panel perfect for calculator or power bank
- Pen loops
- 8.5" x 11" writing pad included

**Calculator not included*

DECORATION METHOD

Includes one location;
one color foil stamp or blind
deboss. Imprint area: 6" x 2"
\$55.00 (G) Set-up charge

SKU / COLOR

70850 | Black



DECORATION	25	50	100	250	500	
Deboss/Foil	\$22.00	\$20.75	\$19.76	\$19.00	\$18.45	(5C)

SHIPS IN
FIVE DAYS
or it's free!

Contrast Stitch Leather Zipper Padfolio

- Leather cover with contrast stitching
- Interior document pocket
- Business card pocket
- Pen loop
- 8.5"x 11" writing pad included

DECORATION METHOD

Includes one location;
one color foil stamp.
Imprint area: 4"x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

71720 | Black

71726 | Tan



DECORATION	25	50	100	250	500
Foil Stamp	\$23.79	\$22.44	\$21.37	\$20.55	\$19.95 (5C)

Regal™ Zipper Padfolio with iPad Pocket

- Superbly crafted leather exterior
- Interior lined pocket for iPad or other tablets up to 10.1"
- Expandable document pocket and zipper security pocket
- Pockets for business cards and media storage
- Wraparound zipper provides security for important contents
- Pen loops
- 8.5" x 11" writing pad included

DECORATION METHOD

Includes one location;
one color foil stamp. Imprint
area: 4x4
\$55.00 (G) Set-up charge

SKU / COLOR

70730 | Black



DECORATION	25	50	100	250	500
Foil Stamp	\$40.00	\$37.74	\$35.94	\$34.56	\$33.55 (5C)

SHIPS IN
FIVE DAYS
or it's free!

Professional™ 1'Zipper Binder Padfolio with iPad Pocket

- Look and feel of napa leather with softly padded covers
- Interior lined pocket for iPad or other tablets up to 10.1"
- Expandable document pocket and zipper security pocket
- 1" nickel plated ring for additional document storage
- Exterior pocket
- Pockets for business cards and media storage
- Wraparound zipper provides security for important contents
- Pen loop
- 8.5" x 11" writing pad included

DECORATION METHOD

Includes one location;
one color foil stamp or blind
deboss. Imprint area: 4" x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

15650 | Black



DECORATION	12	25	50	100	250
Deboss/Foil	\$23.67	\$22.33	\$21.26	\$20.45	\$19.85 (5C)

Professional™ iPad Zipper Binder Padfolio with Smart Magnetic Flap

- Look and feel of napa leather with softly padded covers
- Features quick access front pocket with Smart magnetic closure designed for iPad Air and other 10.1" tablets
- 1" nickel plated ring for additional document storage
- Interior expandable document pocket, zipper security pocket, business card pockets, and pen loop
- Wraparound zipper provides security for important contents
- 8.5" x 11" writing pad included

DECORATION METHOD

Includes one location;
one color foil stamp.
Imprint area: 4" x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

15600 | Black



DECORATION	12	25	50	100	250
Foil Stamp	\$29.75	\$28.06	\$26.73	\$25.70	\$24.95 (5C)

SHIPS IN
FIVE DAYS
or it's free!

Regal™ Zipper Binder Padfolio with iPad Pocket and Padded Handle

- Superbly crafted leather exterior
- Interior lined pocket for iPad or other tablets up to 10.1"
- Expandable document pocket and zipper security pocket
- Padded spine handle for added comfort
- 1" capacity black ring
- Pockets for business cards and media storage
- Wraparound zipper provides security for important contents
- Pen loops
- 8.5" x 11" writing pad included

DECORATION METHOD

Includes one location;
one color foil stamp or blind deboss. Imprint area: 4"x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

15540 | Black



DECORATION	12	25	50	100	250
Deboss/Foil	\$45.90	\$43.30	\$41.24	\$39.66	\$38.50 (5C)

Professional™ Zipper Binder Padfolio with iPad Pocket and Padded Handles

- Look and feel of napa leather with softly padded covers
- Interior lined pocket for iPad or other tablets up to 10.1"
- Expandable snap closure document pocket and zipper security pocket
- Retractable padded handles
- 2" removable ring binder
- Pockets for business cards and media storage
- Wraparound zipper provides security for important documents
- Dual powered calculator
- Pen loop
- 8.5" x 11" writing pad included

DECORATION METHOD

Includes one location;
one color foil stamp or blind deboss. Imprint area: 4"x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

15670 | Black



DECORATION	12	25	50	100	250
Deboss/Foil	\$56.33	\$53.14	\$50.61	\$48.67	\$47.25 (5C)

SHIPS IN
FIVE DAYS
or it's free!

Fashion Color iPad Case

- Compatible with Apple iPad 2nd, 3rd, and 4th generations or iPad Air 1 & 2
- Debossed diamond design and bright fashion colors provide a stylish look
- Smart cover automatically wakes and puts iPad to sleep by opening and closing cover
- One piece folio design opens and closes easily to quickly access your iPad
- Magnetized closure keeps cover closed when not in use
- Adjustable stand with two landscape positions
- Cutouts to easily access camera, ports, and controls without having to remove case



ITEM / COLOR / GEN

35001 | Black | iPad Gen 2-4
 35002 | Pink | iPad Gen 2-4
 35003 | Blue | iPad Gen 2-4
 35004 | Purple | iPad Gen 2-4
 35005 | Lime | iPad Gen 2-4

35007 | Black | iPad Air 1-2
 35008 | Pink | iPad Air 1-2
 35009 | Blue | iPad Air 1-2

DECORATION METHOD

Screen print on front up to 7"x 8".



DECORATION	25	50	100	250	500
Screen Print	\$14.96	\$14.12	\$13.44	\$12.93	\$12.55 (5C)

Universal Tablet Case

- Offers flexibility for use with most 7.9" or 10.1" tablets
- Hard cover folio case
- Suspenderz™ hooks provide secure hold to all four corners
- Hook and loop edge adjusts to multiple landscape viewing angles
- Direct external access to all buttons, controls and ports
- Comes with outer elastic band for secure closure



ITEM / COLOR / SIZE

35014 | Black | 7.9" tablet
 35015 | Red | 7.9" tablet
 35016 | Blue | 7.9" tablet
 35017 | Green | 7.9" tablet
 35018 | Purple | 7.9" tablet

35019 | Black | 10.1" tablet
 35020 | Red | 10.1" tablet
 35021 | Blue | 10.1" tablet
 35022 | Green | 10.1" tablet
 35023 | Purple | 10.1" tablet

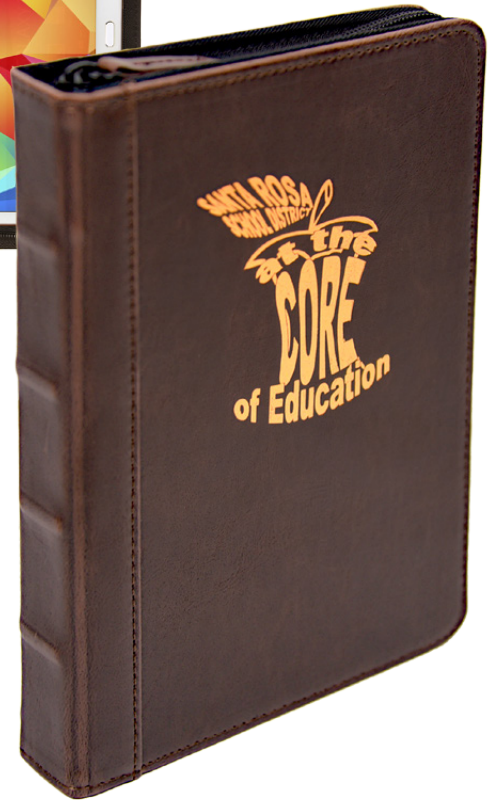
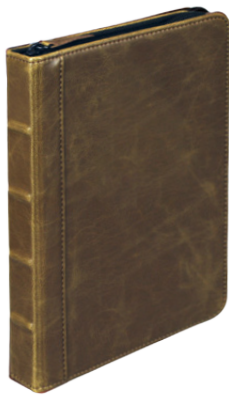
DECORATION METHOD

Screen print, foil stamp, blind deboss or color deboss.
 7.9" Imprint area: 4.25"x 6"
 10.1" Imprint area: 6"x 9"



DECORATION	CASE SIZE	25	50	100	250	500
Screen Print	7.9"	\$12.46	\$11.75	\$11.19	\$10.76	\$10.45 (5C)
Screen Print	10.1"	\$15.32	\$14.45	\$13.76	\$13.24	\$12.85 (5C)

SHIPS IN
FIVE DAYS
or it's free!



Vintage Hardback Tablet Case

- Vintage hardback styling for unique look and perfect disguise for your tablet
- Suspenderz™ hooks offer universal fit for most 7.9" or 10.1" tablets
- Zipper closure keeps contents secure
- Inside pockets hold loose papers, cards, stylus or pen

SKU / COLOR / SIZE

35024 | Brown | 7.9" tablet
 35025 | Tan | 7.9" tablet
 35026 | Brown | 10.1" tablet
 35027 | Tan | 10.1" tablet

DECORATION METHOD

Includes one location; one color
 foil stamp or blind deboss.
 7.9" Imprint area: 4"x 4"
 10.1" Imprint area: 4"x 4"
 \$55.00 (G) Set-up charge

DECORATION	CASE SIZE	25	50	100	250	500
Deboss/Foil	7.9"	\$16.15	\$15.24	\$14.51	\$13.96	\$13.55
Deboss/Foil	10.1"	\$18.30	\$17.27	\$16.44	\$15.81	\$15.35

Smart Cover iPad Case

- Compatible with Apple iPad 2nd, 3rd, and 4th generations and iPad Air 1 & 2
- Padded covers with look and feel of fine napa leather
- Smart cover automatically wakes and puts iPad to sleep by opening and closing cover
- Magnetic closure keeps cover closed when not in use
- Includes cutout for camera functionality
- Elastic corner straps keep iPad secure

SKU / COLOR

35000 | Black

DECORATION METHOD

Includes one location;
 one color foil stamp or blind
 deboss. Imprint area: 4"x 4"
 \$55.00 (G) Set-up charge



DECORATION	25	50	100	250	500
Deboss/Foil	\$14.96	\$14.12	\$13.44	\$12.93	\$12.85 (5C)

SHIPS IN
FIVE DAYS
or it's free!

Altego Polygon Backpack

- Soft quilted lining offers ultimate protection and flexibility for Macbooks up to 17" and PCs up to 16" / Junior backpack fits laptops up to 13"
- Interior iPad pocket lined with soft padded fabric
- Fidlock magnetic snap buckles close automatically and can be opened with ease by sliding laterally
- Custom molded polygon design back padding for sleek look, extra durability and ultimate comfort
- Water resistant ripstop material for added durability



SKU / SIZE / COLOR

36302 | 17" | Sunfire - Orange
36304 | 17" | Silver - Grey
36305 | 17" | Scarlet - Red
36306 | 17" | Cobalt - Blue
36307 | 17" | Midnight - Black
36308 | 13" | Jr. Midnight - Black

DECORATION METHOD

Embroidery.
 Imprint area: 3.5"x 3.5"
 \$55.00 (G) Set-up charge

DECORATION	BAG SIZE	12	25	50	100	250
Embroidery	17" Backpack	\$85.78	\$80.93	\$77.07	\$74.11	\$71.95 (5C)
Embroidery	13" Backpack	\$81.01	\$76.43	\$72.79	\$69.99	\$67.95 (5C)

Altego Laptop Sleeve

- Fitted for 13" or 15" laptops
- Soft faux fur lining offers ultimate protection and style
- Features 2 interior elastic corners to hold laptop in place
- Dual zippers for easy access
- Black neoprene fabric outside for smooth finish



DECORATION METHOD

100% embroidered patch.
 Imprint area: 3.5"x 3.5"
 \$55.00 (G) Set-up charge

ITEM NO.	SIZE	50	100	250	500
36511	13" Sleeve	\$22.99	\$18.99	\$17.99	\$16.99 (4C)
36512	15" Sleeve	\$23.99	\$19.99	\$18.99	\$17.99 (4C)

SHIPS IN
FIVE DAYS
or it's free!



Deluxe ID & Card Holder

- Split silver key ring
- 3-slot credit card holder
- Currency holder and ID holder
- Full size exterior ID window with thumb notch
- Hook and loop closure

DECORATION METHOD

Includes one location;
one color foil stamp or
blind deboss.
Imprint area: 2.5" x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

51000 | Black
51002 | Navy
51003 | Red
51004 | Burgundy
51006 | Royal
51008 | Purple
51076 | Pink

DECORATION	50	100	250	500	1000
Deboss/Foil	\$6.26	\$5.90	\$5.62	\$5.41	\$5.25 (5C)

Retractable ID Holder

- Removable clear view ID holder
- Easy glide reel
- Belt clip
- Plastic 3" x 4"



DECORATION METHOD

Includes color dome.
Imprint area: 1"
\$55.00 (G) Set-up charge

SKU / ORIENTATION

52010 | Horizontal
52020 | Vertical

DECORATION	50	100	250	500	1000
Color Dome	\$3.58	\$3.37	\$3.21	\$3.09	\$3.00 (5C)

Document Pocket

- Padded cover with contrasting leather grain and scuba vinyl
- Large interior gusseted document pocket
- Exterior document pocket
- Pen pocket
- 8.5" x 11" writing pad included

DECORATION METHOD

Includes one location;
one color screen print.
Imprint area: 4"x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

70859 | Black w/Red accent
70860 | Black w/Black accent



DECORATION	25	50	100	250	500
Screen Print	\$14.31	\$13.50	\$12.85	\$12.36	\$12.00 (5C)

Sticky Note & Flag Wallet

- Softly padded scuba vinyl cover
- Holds 3"x3" sticky note pad and 5/color flags
- Inside clear pocket
- Refillable

DECORATION METHOD

Includes one location;
one color screen print.
Imprint area: 3"x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

52000 | Black
52001 | Blue
52002 | Red



DECORATION	50	100	250	500	1000
Screen Print	\$4.47	\$4.22	\$4.02	\$3.88	\$3.75 (5C)

SHIPS IN
FIVE DAYS
or it's free!

Zipper Passport Wallet

- Look and feel of napa leather with softly padded covers
- Pockets for passport, travel documents, and currency
- Internal security zipper pocket
- Ten slots for credit or travel cards, business cards, or ID
- Outside pocket for ticket or boarding pass



DECORATION METHOD

Includes one location;
one color foil stamp.
Imprint area: 4"x 4"
\$55.00 (G) Set-up charge

SKU / COLOR

32202 | Black

DECORATION	25	50	100	250	500
Foil Stamp	\$12.58	\$11.87	\$11.30	\$10.87	\$10.55 (5C)

Flash Drive & Headphone Wallet

- Look and feel of napa leather with softly padded covers
- Elastic bands hold two flash drives or memory cards securely
- Mesh pocket perfect for storing earbud headphones
- Wraparound zipper to keep contents secure



DECORATION METHOD

Includes one location;
one color foil stamp or
blind deboss.
Imprint area: 3"x 3"
\$55.00 (G) Set-up charge

SKU / COLOR

31202 | Black

DECORATION	50	100	250	500	1000
Deboss/Foil	\$5.66	\$5.34	\$5.09	\$4.89	\$4.75 (5C)

SHIPS IN
FIVE DAYS
or it's free!

NEW

Proof of Insurance Card Holder

- Durable vinyl construction
- Protects Proof of Insurance behind clear plastic panel
- 5.9" x 4.5"

DECORATION METHOD

Includes one location;
one color screen print.
Imprint area: 5.75" x 4.5"
\$55.00 (G) Set-up charge

SKU / COLOR

23010 | Any vinyl color
See pg. 39



DECORATION	25	50	100	250	500
Screen Print	\$0.33	\$0.31	\$0.30	\$0.29	\$0.28 (5C)

NEW

Large Proof of Insurance Holder

- Durable vinyl construction
- Protects Proof of Insurance behind clear plastic panel
- 9.25" x 4.5"

DECORATION METHOD

Includes one location;
one color screen print.
Imprint area: 9" x 4.25"
\$55.00 (G) Set-up charge

SKU / COLOR

23011 | Any vinyl color
See pg. 39



DECORATION	25	50	100	250	500
Screen Print	\$0.76	\$0.72	\$0.69	\$0.66	\$0.64 (5C)

NEW

Owners Manual Holder

- Durable vinyl construction
- Fold-over flap closure keeps contents secure
- Includes two clear business card pockets
- Perfect size for manual, service records, and warranty information
- 10" x 6.75"

DECORATION METHOD

Includes one location; one color screen print.
Imprint area: 9.75" x 6.5" | \$55.00 (G) Set-up charge

SKU / COLOR

23012 | Any vinyl color
See pg. 39



DECORATION	25	50	100	250	500
Screen Print	\$1.08	\$1.02	\$0.97	\$0.94	\$0.91 (5C)

SHIPS IN
FIVE DAYS
or it's free!



Vinyl Card Case

- Durable vinyl case
- One clear and one opaque pocket
- 4.5" x 3"

 **Made in USA**

DECORATION METHOD

Includes one location;
one color screen print.
Imprint area: 3" x 2"
\$55.00 (G) Set-up charge

SKU / COLOR

8101 | Any vinyl color
See pg. 39

DECORATION	150	250	500	1000	2500
Screen Print	\$1.85	\$1.74	\$1.66	\$1.60	\$1.55 (5C)



Classic Business Card Case

- Leather-like vinyl
- Stitched edges
- Card pocket on both sides
- 4" x 2 5/8"

DECORATION METHOD

Includes one location;
one color foil stamp or
blind deboss.
Imprint area: 3" x 2"
\$55.00 (G) Set-up charge

SKU / COLOR

81000 | Black

DECORATION	150	250	500	1000	2500
Deboss/Foil	\$2.74	\$2.59	\$2.46	\$2.37	\$2.30 (5C)



Executive Snap Closure Business Card Case

- Look and feel of heavy-grain leather
- Snap closure to secure contents
- Three inside pockets for business or credit cards
- 4.5" x 3"

DECORATION METHOD

Includes one location;
one color foil stamp or
blind deboss.
Imprint area: 3" x 2"
\$55.00 (G) Set-up charge

SKU / COLOR

80020 | Black

DECORATION	50	100	250	500	1000
Deboss/Foil	\$6.14	\$5.79	\$5.52	\$5.30	\$5.15 (5C)



Regal™ Leather Business Card Case

- Superbly crafted leather exterior
- Top stitched case
- Two inside pockets
- 4.25" x 2.5"

DECORATION METHOD

Includes one location;
one color foil stamp or
blind deboss.
Imprint area: 3" x 2"
\$55.00 (G) Set-up charge

SKU / COLOR

81220 | Black

DECORATION	50	100	250	500	1000
Deboss/Foil	\$7.45	\$7.03	\$6.70	\$6.44	\$6.25 (5C)

Professional™ Business Card File

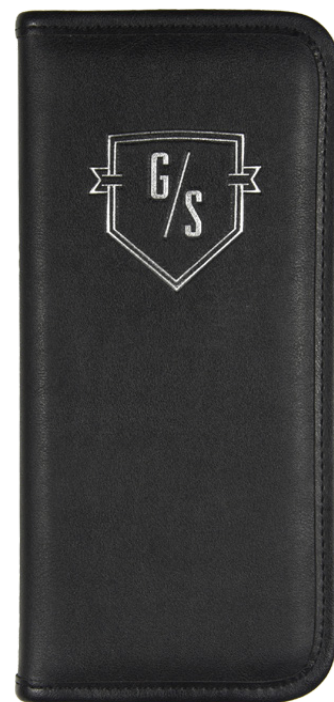
- Look and feel of fine napa leather with softly padded covers
- 4-high business card pages to store 160 cards
- Personal business card pocket inside front cover

DECORATION METHOD

Includes one location;
one color foil stamp or blind
deboss. Imprint area: 3"x 3"
\$55.00 (G) Set-up charge

SKU / COLOR

80850 | Black



DECORATION	50	100	250	500	1000
Deboss/Foil	\$8.29	\$7.82	\$7.44	\$7.16	\$6.95 (5C)

Regal™ Leather Business Card File

- Superbly crafted leather exterior
- Top stitched case with two inside pockets for card storage
- 4-high business card pages to store 96 cards
- 10" x 4.5"

DECORATION METHOD

Includes one location; one
color foil stamp or blind
deboss. Imprint area: 3"x 3"
\$55.00 (G) Set-up charge

SKU / COLOR

81240 | Black



DECORATION	25	50	100	250	500
Deboss/Foil	\$13.77	\$12.99	\$12.37	\$11.90	\$11.55 (5C)

SHIPS IN
FIVE DAYS
or it's free!



Value Plus Storage Binders & Junior Binders

- Premium quality vinyl tightly sealed over rigid board
- Special ribbed seal adds flexible strength at the hinge
- Clear pockets inside front and back provide convenient storage for loose materials
- Rust resistant ring metals with double boosters

DECORATION METHOD

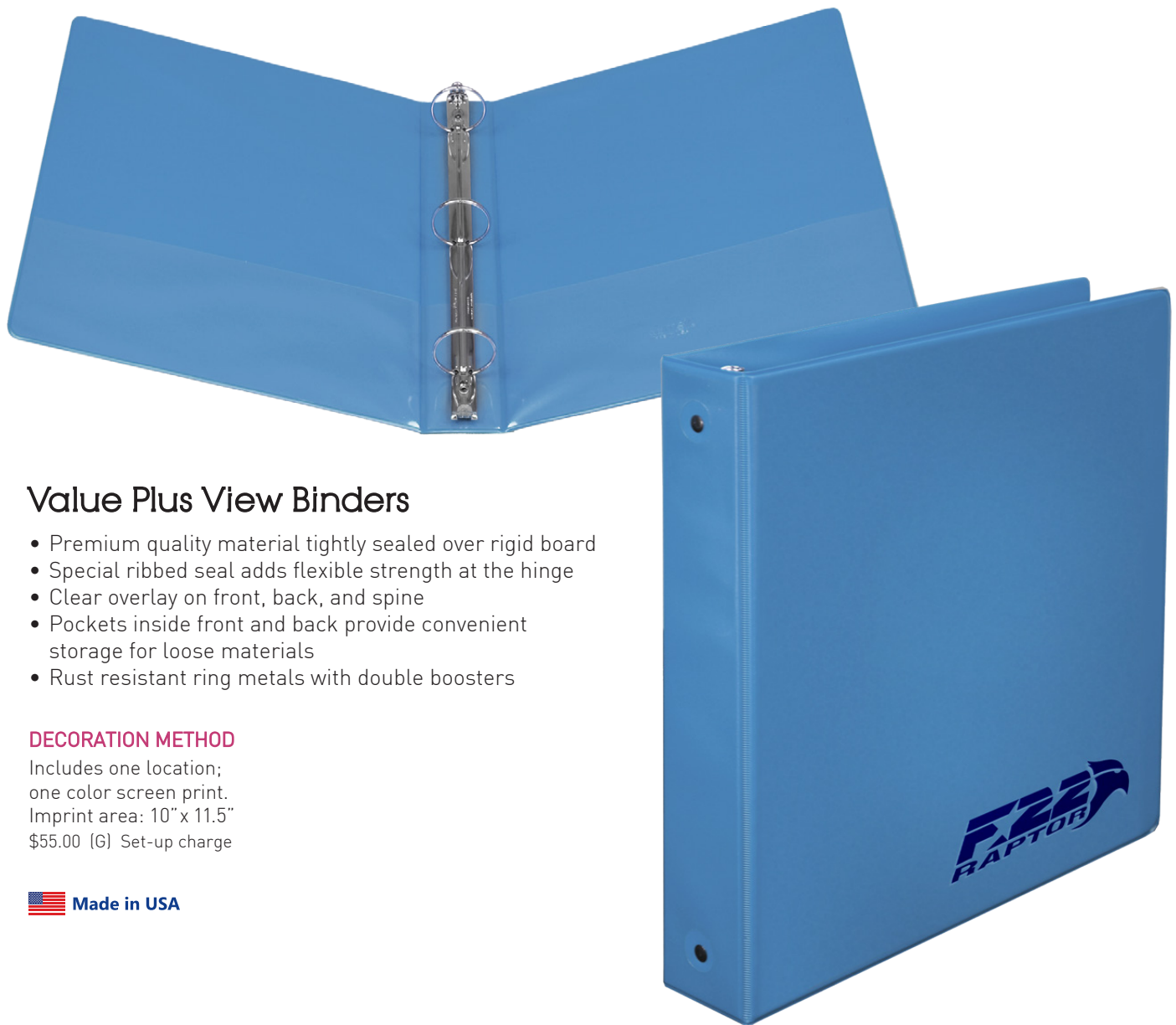
Includes one location;
one color screen print.
Imprint area: 10"x 11.5"
\$55.00 (G) Set-up charge

 Made in USA



DECORATION	RING SIZE	ITEM NO.	50	100	250	500	1000
Screen Print	.5"	111	\$4.71	\$4.44	\$4.23	\$4.07	\$3.95 (5C)
Screen Print	1"	113	\$4.95	\$4.67	\$4.45	\$4.27	\$4.15 (5C)
Screen Print	1.5"	115	\$5.19	\$4.89	\$4.66	\$4.48	\$4.35 (5C)
Screen Print	2"	116	\$6.26	\$5.90	\$5.62	\$5.41	\$5.25 (5C)
Screen Print	3"	118	\$8.05	\$7.59	\$7.23	\$6.95	\$6.75 (5C)
Screen Print	4"	133	\$10.07	\$9.50	\$9.05	\$8.70	\$8.45 (5C)
Screen Print	Jr. 1"	123	\$4.95	\$4.67	\$4.45	\$4.27	\$4.15 (5C)
Screen Print	Jr. 2"	126	\$7.81	\$7.37	\$7.02	\$6.75	\$6.55 (5C)

UPGRADE	1" RING	1.5" RING	2" RING	3" RING	4" RING
D-Ring	\$0.20	\$0.45	\$0.70	\$0.70	\$0.70 (5C)



Value Plus View Binders

- Premium quality material tightly sealed over rigid board
- Special ribbed seal adds flexible strength at the hinge
- Clear overlay on front, back, and spine
- Pockets inside front and back provide convenient storage for loose materials
- Rust resistant ring metals with double boosters

DECORATION METHOD

Includes one location;
one color screen print.
Imprint area: 10" x 11.5"
\$55.00 (G) Set-up charge

 **Made in USA**



DECORATION	RING SIZE	ITEM NO.	50	100	250	500	1000
Screen Print	Jr. 1"	1850	\$5.42	\$5.12	\$4.87	\$4.69	\$4.55 (5C)
Screen Print	.5"	1851	\$4.95	\$4.67	\$4.45	\$4.27	\$4.15 (5C)
Screen Print	1"	1853	\$5.19	\$4.89	\$4.66	\$4.48	\$4.35 (5C)
Screen Print	1.5"	1855	\$5.42	\$5.12	\$4.87	\$4.69	\$4.55 (5C)
Screen Print	2"	1856	\$6.56	\$6.19	\$5.89	\$5.67	\$5.50 (5C)
Screen Print	3"	1858	\$8.46	\$7.99	\$7.61	\$7.31	\$7.10 (5C)
Screen Print	4"	1859	\$10.61	\$10.01	\$9.53	\$9.17	\$8.90 (5C)

SHIPS IN
FIVE DAYS
or it's free!

UPGRADE	1" RING	1.5" RING	2" RING	3" RING	4" RING
D-Ring	\$0.20	\$0.45	\$0.70	\$0.70	\$0.70 (5C)

Poly Binders

- No chip board, flexible
- Stain-resistant polypropylene wipes clean
- Lightweight durable, perfect for indoor/ outdoor use
- Rust resistant ring metals with double boosters

DECORATION METHOD

Includes one location;
one color screen print.
Imprint area: 9"x 11"
\$55.00 (G) Set-up charge

 **Made in USA**



DECORATION	RING SIZE	ITEM NO.	50	100	250	500	1000
Screen Print	.5"	101	\$3.76	\$3.54	\$3.37	\$3.24	\$3.15 (5C)
Screen Print	1"	103	\$4.05	\$3.82	\$3.64	\$3.50	\$3.40 (5C)

Entrapment Binders

- Premium quality materials sealed over rigid chipboard
- 4 color process artwork sealed under clear vinyl on front, back, and spine
- Pockets inside front and back provide convenient storage for loose documents
- Rust resistant ring metals with double boosters

DECORATION METHOD

Includes front, back,
and spine; 4CP on 100#
Bright White Gloss Text.
\$55.00 (G) Set-up charge

SKU

10095

 **Made in USA**



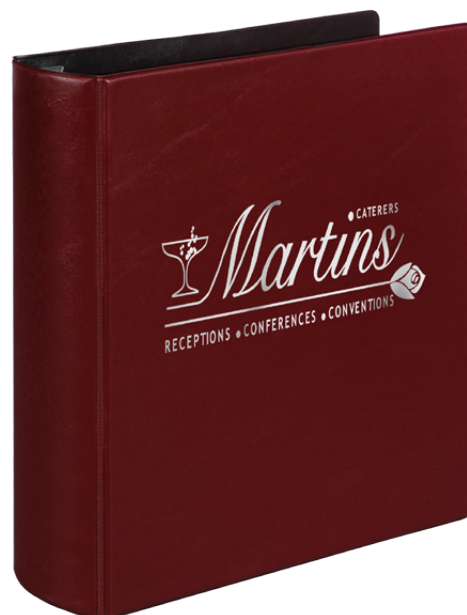
DECORATION	50	100	250	500	1000
Entrapment	\$9.84	\$9.28	\$8.84	\$8.50	\$8.25 (5C)

NEW

SHIPS IN
FIVE DAYS
or it's free!

DXL Heavy Duty Locking D-Ring Storage Binders

- Designed for comfort, a professional look and oversized function
- Curved back spine provides a comfortable ergonomic grip
- Compact design easily houses over-sized indexes and sheet protectors without overhang
- Soft Click™ locking D-ring - opens with one simple motion
- Ring holds up to 25% more pages than standard round ring
- Rings mounted on back lid to reduce wear on paper
- Stronger hinge for constant use; created with a special ribbed seal
- Premium vinyl sealed over heavy-duty chipboard for the highest quality binder
- Extra storage for loose documents with front inside pocket



DECORATION	RING SIZE	ITEM NO.	50	100	250	500	1000
Screen Print	1"	1753	\$9.36	\$8.83	\$8.41	\$8.09	\$7.85
Screen Print	1.5"	1755	\$10.61	\$10.01	\$9.53	\$9.17	\$8.90
Screen Print	2"	1756	\$11.86	\$11.19	\$10.66	\$10.25	\$9.95
Screen Print	3"	1758	\$14.01	\$13.22	\$12.59	\$12.10	\$11.75
Screen Print	4"	1759	\$15.26	\$14.40	\$13.71	\$13.18	\$12.80

DXL Heavy Duty Locking D-Ring View Binders

- Designed for comfort, a professional look and oversized function
- Curved back spine provides comfort grip
- Compact design easily houses over-sized indexes and sheet protectors without overlap
- Soft Click™ locking ring - opens with one simple motion
- Stronger hinge for constant use; created with a special ribbed seal
- Premium vinyl sealed over heavy-duty chipboard for the highest quality binder
- Extra storage for loose documents with front inside pocket
- Customize front, back and spine with clear overlay



DECORATION	RING SIZE	ITEM NO.	50	100	250	500	1000
Screen Print	1"	1773	\$9.84	\$9.28	\$8.84	\$8.50	\$8.25
Screen Print	1.5"	1775	\$11.21	\$10.57	\$10.07	\$9.68	\$9.40
Screen Print	2"	1776	\$12.58	\$11.87	\$11.30	\$10.87	\$10.55
Screen Print	3"	1778	\$14.72	\$13.89	\$13.23	\$12.72	\$12.35
Screen Print	4"	1779	\$16.21	\$15.30	\$14.57	\$14.01	\$13.60

SHIPS IN
FIVE DAYS
or it's free!

50

52

53

54

57

DECORATION METHOD

Includes one location, one color screen print.

Imprint area: 11"x 11.5" | \$55.00 (G) Set-up charge

Concealed Round Ring View Binders

- Clear overlay on front, back and spine for easy customization
- Acid-free and archival safe polypropylene tightly sealed over rigid board
- PVC free non-stick material will not lift copy
- Concealed ring for clean look and full insert coverage
- Two clear inside pockets for storage of loose materials
- Rust resistant ring metals with double boosters

\$150 minimum order
Full cartons only

 **Made in USA**

ITEM NO.	RING SIZE	SHEET CAPACITY	PRICE
08617P	.5"	125	\$2.75 (C)
08637P	1"	225	\$2.79 (C)
08657P	1.5"	350	\$3.24 (C)
08667P	2"	450	\$4.04 (C)
08687P	3"	575	\$4.72 (C)
08697P	4"	700	\$6.08 (C)



D-Ring View Binders

- Clear overlay to customize front, back and spine
- D-ring holds up to 25% more sheets than standard round rings
- Acid-free and archival safe polypropylene tightly sealed over rigid board
- PVC free non-stick material will not lift copy
- Rings mounted on the back lid for clean spine and to reduce wear on pages
- Two clear inside pockets for storage of loose materials
- Rust resistant ring metals with double boosters

\$150 minimum order
Full cartons only

 **Made in USA**

ITEM NO.	RING SIZE	SHEET CAPACITY	PRICE
06737P	1"	250	\$3.45 (C)
06757P	1.5"	375	\$3.57 (C)
06767P	2"	500	\$4.37 (C)
06787P	3"	650	\$4.92 (C)
06797P	4"	800	\$6.68 (C)
06707P	5"	1050	\$8.25 (C)



SHIPS IN
FIVE DAYS
or it's free!



DUO 2-in-1 Organizer

- Multi-tasking 2-in-1 binder combines a (1") 3-ring binder and 7-pocket accordion file folder to manage all of your papers, projects, and more
- Organize homework and class assignments, coupons and shopping lists, home and medical files, tax and financial documents
- PVC free and environmentally friendly polypropylene is lightweight, flexible and durable

DECORATION METHOD

Includes one location;
one color screen print.
Imprint area: 11.5" x 5.5"
\$55.00 (G) Set-up charge

SKU / COLOR

10120 | Hot Pink
10121 | Turquoise
10122 | Green
10123 | Burgundy
10124 | Orchid
10125 | Black
10126 | Light Blue
10127 | Coral

DECORATION	50	100	250	500	1000
Screen Print	\$10.72	\$10.11	\$9.63	\$9.26	\$8.99 (5C)

SHIPS IN
FIVE DAYS
or it's free!

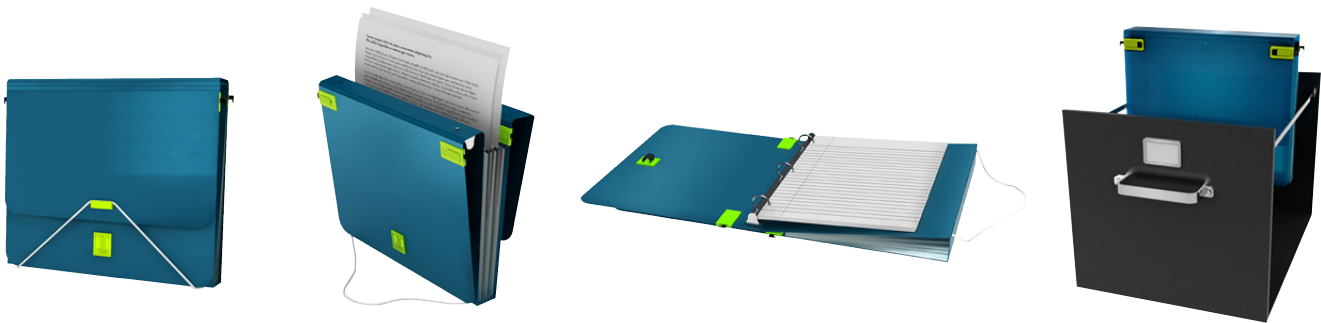
TRIO 3-in-1 Organizer

- Multi-tasking binder combines a (1") 3-ring binder and 7-pocket file folder to manage all of your papers, projects, and more
- Features retractable hangers for flexible and easy storage in file cabinets
- Organize homework and class assignments, coupons and shopping lists, home and medical files, tax and financial documents
- PVC free and environmentally friendly polypropylene is lightweight, flexible and durable



DECORATION METHOD
Includes one location;
one color screen print.
Imprint area: 11.5" x 5.5"
\$55.00 (G) Set-up charge

SKU / COLOR
10130 | Turquoise
10131 | Black



DECORATION	50	100	250	500	1000
Screen Print	\$13.10	\$12.36	\$11.77	\$11.32	\$10.99 (5C)

SHIPS IN
FIVE DAYS
or it's free!

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Above Catalog Quantity Pricing: Contact by phone (800.255.1100), fax (817.535.6900), or email (samsillpromo@samsill.com) for a written quote.

Acknowledgements: Order acknowledgements are sent via email or fax upon receipt of Purchase Order. It is important to review order acknowledgements closely and to contact the factory immediately with any corrections or changes.

Authorization and Indemnification of Order: By placing an order with Samsill Promo, your company represents and warrants that it has the authority to order, purchase and distribute merchandise containing the names, trademarks, logos, copyrights, insignias and other marks, drawings and designations identified in your order. Your company shall indemnify, defend and hold harmless Samsill Corporation and its affiliates and representatives from and against all claims, liabilities and expenses (including attorneys' fees) arising out of or related to an actual or alleged infringement or misappropriation of any trademark, copyright or any other proprietary right involved in such merchandise order. This provision will remain legally binding and shall survive delivery of your order.

Bar Coding: Bar coding (via label) is available upon request. \$0.35 (G) per label will be charged.

Blank Product: Orders are restricted to in-stock, finished goods. Absolute order minimum is ½ first column quantities and will be priced at EQP. Returns of blank goods will incur a 20% restocking fee. Leather Items: Due to natural variations of leather, the color, texture and imprint of these finished goods may vary. No returns or credits will be authorized. No exceptions. These items are subject to availability.

Cancellations: All order cancellations must be submitted in writing. No verbal cancellations will be accepted. All applicable charges incurred for production completed prior to receiving written notice of cancellation will be invoiced. In addition, a \$50.00 (G) cancellation charge may apply.

Catalog Changes: Product sizes, capacities, weights, colors, and other specifications are subject to change without notice. For most current information, refer to www.samsillpromo.com.

Catalog Illustrations: Product colors and materials may vary from photography and printed images. When exact material and colors are critical, sample orders are encouraged prior to placing your order. All artwork, logos and imprints shown in this publication are for demonstration purposes only and are not for resale. All trademarks, logos and brand marks used in this catalog belong solely to their respective owners. They are neither intended to imply endorsement by their respective owners nor to imply such products are produced for these brands.

Closeout Items: Closeout items are available on a first come, first served basis. Current closeout information is available at www.samsillpromo.com. Submission of incomplete orders, order changes or proofing delays could result in reduced inventory availability for your order.

Color Assortment (Product): Products available in multiple colors can be assorted at no additional charge. ½ first column quantities are the minimum for each color.

Color Changes (Imprint): All imprint color changes will incur a new set-up charge unless each color change is for the minimum order quantity.

Co-op Pricing: Co-op pricing may be available for items featured in printed materials or on company-specific websites; contact the factory for limitations and pricing. All co-ops must be pre-approved and registered by the factory. All co-ops require the use of an assigned co-op number on all resulting orders.

Copy Changes: All copy changes will incur a new set-up charge of \$ 60.00 (G) for each change.

CPSIA: The Consumer Product Safety Commission passed the Consumer Product Safety Improvement Act of 2008 (CPSIA), increasing the regulation of lead content contained in products intended for or marketing toward children 12 years and younger. Children's products can be considered to be any products with packaging, promotions, or advertising that portrays the product as appropriate for children 12 years and younger. All of Samsill's products are intended for adult business marketing purposes. If any of our items are ordered with the intent of distributing to children under the age of 12, please include that information on your purchase order. We are capable of meeting the requirement under the CPSIA and can meet labeling requirements, but we must be informed of the intended use at the time of order. It is the distributor's sole responsibility to notify Samsill prior to shipment that the item(s) are to be distributed or marketed to children under the age of 12. This published statement holds Samsill harmless from all liability for any alleged CPSIA violations. This includes all costs associated with defending any legal claims due to any alleged violations.

Credit Guidelines: Some orders may require prepayment of all or part of the order. Contact the factory for details.

Credits: Any unused/unclaimed credits will expire after 12 months.

Drop Shipments: We will happily drop ship your order for you. There will be a drop shipment charge per shipment of \$ 10.00 (G). A list of recipients must be provided in Excel format prior to production.

Environmental Policy: Samsill Corporation has committed to partner with companies who have environmental initiatives. Teaming with sustainable companies allows Samsill to combine similar goals and objectives to create an end product that is environmentally friendly and economically affordable. Current suppliers provide Samsill with recycled packaging content, printing with soy based inks on unbleached boards, and 100% recycled paperboard. These products and efforts keep energy costs down and create a stronger product, while reducing the use of harmful chemicals. Additionally, Samsill has re-designed packaging and shipping materials to eliminate waste while saving overhead and production costs.

Exact Quantity: Orders requiring an exact quantity with No Overs and/or Unders will incur a \$35.00 (G) charge. No exceptions.

In-Hands Date: Please note any specific "in-hands" date on your purchase order. If the in-hands date requires faster-than-standard production time, please contact your customer service representative before sending your PO.

Insertion: Samsill will insert your items for \$0.50 (G) per item. Inventory: In the unlikely event we lack the inventory needed to support your order and/or deadline, we will work with you to attempt to provide an acceptable solution.

Lead Time – Standard: All items ship in 5 days or the order is free. All items will be shipped 5 business days or less from confirmation of inventory, receipt of complete purchase order, licensing approval,

AND production-ready artwork with credit in good standing. Orders requiring paper or product proofs will require additional lead time. Orders are not considered production-ready until all proofs are approved, signed and returned to the factory. Optional/upgraded imprinting may require additional days.

Less than Minimum: Orders for less than catalog minimum quantities are acceptable with a \$ 35.00 (G) charge. No orders for less than 1/2 first column quantities will be accepted. Less than minimum orders are restricted to standard imprints. Optional and upgraded imprints may not be available.

New Accounts: New accounts may be required to prepay their first order. Contact the factory to establish open credit terms.
Order Acceptance/Refusal: All orders are subject to factory acceptance/refusal. Samsill Corporation reserves the right to refuse any order at its sole discretion.

Order Acknowledgements: See "Acknowledgements".
Orders Valued at \$ 2500 or More: All orders of \$ 2500.00 or more may require a preproduction proof. Production will not begin without an approved preproduction proof. Other orders may require a preproduction proof at the factory's discretion. No exceptions.

Overs/Unders: Per industry standards, Samsill Corporation reserves the right to invoice and ship 5% over/under the quantity ordered. Invoices will reflect the actual quantity shipped. Any order requiring No Overs/Unders or specifying Exact Quantity will be invoiced \$35.00 (G). No credits will be issued for quantities shipped over/under unless otherwise stated on the original purchase order. Please refer to the "Exact Quantity" policy.

Payment: We accept Mastercard, Visa and American Express. All payments must be made in US Funds. There will be a \$ 30.00 fee on all returned checks. Finance charges not to exceed 1.5% per month will accrue on all past due balances. Accounts requiring collection will be liable for all collection costs incurred, including fees and expenses.
Phone/Verbal Orders: Orders must be submitted via purchase order in writing via mail, email or fax. Phone/verbal orders will not be accepted. No exceptions.

PMS Color Match – Free: For color matching, please provide a PMS color or reference including coated, uncoated, or matte indicator. PMS Color Matches will be free of charge. Please refer to the Decoration Guides for standard imprint colors. An exact PMS color match is not guaranteed. An additional white underlay imprint may be required to provide close to a PMS match or to attain vibrant colors on some items. If required, an additional color run charge will be invoiced.

Pricing: All prices are subject to change without notice. Every attempt to honor published pricing will be made. Pricing is effective 1/1/15-12/31/15. For immediate verification and current pricing please contact customer service or visit www.samsillpromo.com.

Product Safety: Samsill Corporation has a comprehensive product safety program which includes pre-approval of suppliers. New products are subjected to a wide range of tests of raw materials, imprint inks, foils, laminates, and components to ensure they are safe for use and are of good design with minimal use of loose components and/or dangerous edges or surfaces.

Proofs: Virtual proofs and paper proofs are available at no charge. Product proofs may be required for all orders of \$ 2500.00 or more. Proofs require a 4-8 hour lead time. See Artwork Requirements.

Prop 65: Prop 65 is a law that was passed in California in 1986. It states that products containing one or more of approximately 800 common substances may cause cancer or reproductive harm. This law also states that any company that delivers these products to addresses in California MUST place a warning on the product, usually in the form of a sticker. Proposition 65 does NOT ban any product from being sold, it only requires a warning to the consumer.

What is the risk level? For a chemical that causes cancer, the "no significant risk level" is defined as the level of exposure that would result in not more than one excess case of cancer in 100,000 individuals exposed to the chemical over a 70-year lifetime. In other words, a person exposed

to the chemical at the "no significant risk level" for 70 years would not have more than a "one in 100,000" chance of developing cancer as a result of that exposure.

If you are a customer receiving a product in California and you have concerns about a product containing the Prop 65 warning, please inquire about the product you are purchasing before ordering. For more information on Prop 65, please visit <http://www.oehha.ca.gov/prop65.html>

Repeat Orders: Repeat orders placed within 18 months of the last order date will not incur new set-up charges* provided the prior purchase order, work order number and invoice number, along with a reference copy of artwork, is provided when imprint is duplicated exactly and to size using the same imprint method as on the original order. *Orders utilizing non-standard imprint methods will incur a new set-up charge. Applicable run charges will be charged for repeat orders.

Returns: Please inspect all orders carefully upon receipt. No returns will be accepted after 30 days from the ship date. All returned product must be pre-authorized and shipped with RMA (Return Materials Authorization) clearly indicated on outside of packaging. Product must be returned in good condition. Sample returns are not available. No credits will be issued for returned samples. To obtain an RMA, contact customer service with the purchase order number or the original invoice number. Returns for blank items will incur a 20% restocking fee.

Samples: Random, blank, speculative, virtual and pre-production samples are available with a written order.

Random samples will ship with available colors and imprints. Swatches or blank samples of specified colors may be provided when color requested is not available. Orders requesting a specific color and/or a specific imprint cannot be processed as random sample orders. Orders of \$15.00 (G) or less will not be invoiced if a shipping account number is provided. Contact your sales consultant for proposals and sample needs.

Blank samples are available for most items shown in this catalog. Random and blank sample orders placed on standard business days by 10:00 am CST will be shipped same day. Maximum order quantity for blank or random sample orders is 3. Standard pricing for samples will be EQP less 25% plus shipping (to avoid shipping charges, please provide a shipping account number). Orders of \$15.00 (G) or less will not be invoiced if a shipping account number is provided.

Speculative (Spec) samples will be invoiced for item cost, set-up and any optional imprint run charges at EQP less 25% plus shipping (to avoid shipping charges, please provide shipping account number). Spec sample lead time will be 5-7 days with production-ready order for standard imprint methods – lead time may increase with upgraded decorating options. Invoiced set-up charges will be waived on resulting orders when the exact art/imprint is used.

Pre-production samples may be required with orders of \$ 2500.00 or more (see information under "Orders Valued at \$ 2500 or More") and are available with other orders. Samples will be billed with all applicable set-up charges. Production orders will be placed on hold until sample is approved (production days begin after approval). At Samsill Corporation's sole discretion, some orders may require pre-production samples.

Set-up Charges: Set-up charges will be applied to all orders. See specific product pages for item set-up charges. Additional decorating set-up charges of \$55.00 will be added for additional decorations, colors, or locations for screen print, foil stamp or deboss. \$55.00 covers dies up to 16 square inches. Call for quotes or large die sizes.

Shipping: The standard shipping method for all orders is FedEx Ground unless otherwise noted on the purchase order. If a shipping method is not specified, the factory will use its best judgment in selecting a shipping carrier and method to meet your deadline. Samsill cannot guarantee method of shipment. For Drop Shipment information, please see "Drop Shipments". Please refer to the Shipping & Handling Information found in the Special Charges section.

Special Packaging: Special packaging options are available. Contact customer service for more information and charges.

Standard Imprints: All items include a standard imprint. See specific product pages for details.

Terms: Standard terms are Net 30 with approved credit.

ART REQUIREMENTS

All imprint processes require production-ready, artwork-to-size. Refer to the specific decorating option for the required file types. High resolution, vector art is needed.

Exact artwork size and placement must be specified before we can begin work. If size is not provided, the factory reserves the right to size art to "best fit". If imprint location/placement is not specified, the factory reserves the right to use the standard imprint location.

If production-ready, art-to-size is not available, the factory can redraw your artwork for \$50.00(G) per hour. You will be given this option once your artwork has been reviewed.

Any artwork procedure performed by the factory will generate an electronic proof at no additional charge.

Approval of a proof limits the factory's responsibility for errors. YOU MUST read your proof carefully. Production lead time does not begin until approval of all artwork/proofs.

ELECTRONIC ARTWORK INFORMATION

Applications:

CorelDRAW (Preferred)
Adobe® Illustrator® saved as .eps, .pdf or .ai files
Adobe® Photoshop®
Adobe® InDesign®

(Please use newest version possible when submitting art. All programs will open older versions of each program.)

Preferable File Formats:

.eps, or .pdf all linked/imported illustrations and/or graphics included, type converted to outlines, paths or curves.

Email: When emailing artwork, files should not be larger than 5MB. Art and layout should be submitted with purchase order.

Art department email is: art@samsillpromo.com

Artwork Accuracy: To ensure accuracy files must contain all links and all fonts converted to outlines.

Other Media: Burn to DVD or CD. File sharing applications such as Dropbox and Google Drive are accepted if a working and accessible link is provided.

SPECIAL CHARGES

DESCRIPTION	LIST
Less than Minimum Charge	\$35.00 (G)
Ink Change Charge	\$12.00 (G)
Art Prep Charge (per Hour)	\$50.00 (G)
Copy Change Charge	\$60.00 (G)
Swatch Proof Charge (per Color)	\$31.25 (G)
Liftgate Charge	\$62.50 (G)
Inside Delivery Charge	\$62.50 (G)
Additional Ink Color	\$0.65 (C)
Additional Foil Color or Placement	\$0.90 (C)
Insertion Charge (per Item)	\$0.50 (G)

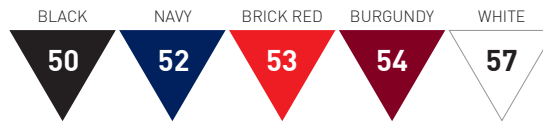
DESCRIPTION	LIST
Re-Delivery Charge	\$62.50 (G)
RUSH Charge	\$50.00 (G)
Set-Up Charge	\$55.00 (G)
Digitizing Charge	\$37.50 (G)
Cancellation Charge	\$50.00 (G)
Drop Ship Charge (per Location)	\$10.00 (G)
Exact Quantity Charge	\$35.00 (G)
Run Charge	\$38.00 (G)

DECORATING INFO

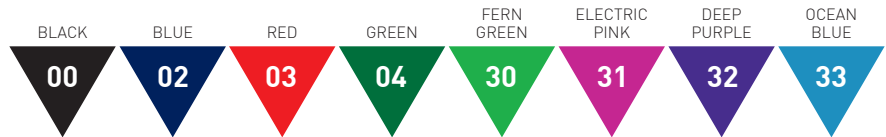
VINYL



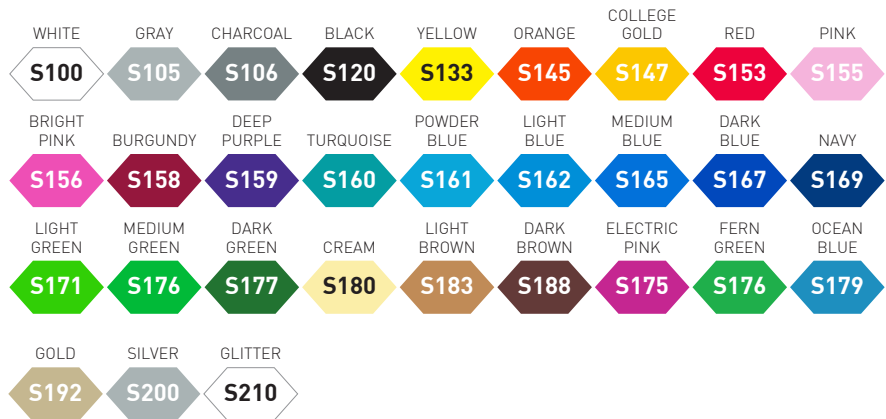
WALLABEE VINYL



POLY VINYL



INK



FOIL STAMP



FOLLOW US ON



V-01-2016



Federal Requirements for Procurement and Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

If the TIPS member anticipate possibly using federal funds for procurement under this potential award and is required to obtain the following compliance assurance.

1. Will you be subcontracting any of your work under this award if you are successful?

(Check one)

☐ YES or ☒ NO

2. If yes, do you agree to comply with the following federal requirements? (Check one)

☐ YES or ☐ NO

2 CFR §200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

(a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

(b) Affirmative steps must include:

- (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce ; and
- (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

Company Name BizSupplies

Name of authorized representative Rusty Wood

Signature of authorized representative 

Date 1/12/16

SUSPENSION OR DEBARMENT CERTIFICATE

Non-Federal entities are prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement for goods or services equal to or in excess of \$25,000.00. Contractors receiving individual awards for \$25,000.00 or more and all sub-recipients must certify that the organization and its principals are not suspended or debarred.

By submitting this offer and signing this certificate, this bidder:

Certifies that no suspension or disbarment is in place, which would preclude receiving a federally funded contract under the EDGAR, §200.212 Suspension and debarment.

BizSupplies

Vendor Name: _____

5090 Richmond #319 Houston, TX 77056

Vendor Address: _____

rusty@bizsupplies.com

Vendor E-mail Address: _____

866-533-9459

Vendor Telephone: _____

Rusty Wood

Authorized Company Official's Name: _____

Signature of Company Official: 

1/12/16

Date: _____

2 CFR PART 200 Contract Provisions

Required Federal contract provisions of Federal Regulations for Contracts

The following provisions are required to be in place and agreed if the procurement is funded with federal funds. TIPS or its members are the subgrantee or subrecipient by definition in most cases. Not all provisions herein apply to all contracts. Compliance is required as it applies to the individual purchase contract.

Appendix II to Part 200

Contract Provisions for Non-Federal Entity Contracts Under Federal Awards

2 CFR PART 200

These contract provisions are incorporated by reference or attachment into all contracts with your company when TIPS or its members purchase is with federal funds if you respond to a TIPS competitive procurement request for proposals or bid..

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

Federal Rule (1) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Notice: Pursuant to Federal Rule (1) above, when federal funds are expended by TIPS or its members, TIPS or its members reserves all rights and privileges under the applicable laws and regulations with respect to this procurement in the event of breach of contract by either party.

Does vendor agree? YES Yes Initial of Authorized Company Official

Federal Rule (2) Termination for cause and for convenience by the grantee or subgrantee including the manner by which it will be effected and the basis for settlement. (All contracts in excess of \$10,000)

Pursuant to Federal Rule (2) above, when federal funds are expended by TIPS OR ITS MEMBERS, TIPS OR ITS MEMBERS reserves the right to terminate any agreement in excess of \$10,000 resulting from this procurement process for cause after giving the vendor an appropriate opportunity and up to 30 days, to cure the causal breach of terms and conditions. TIPS OR ITS MEMBERS reserves the right to terminate any agreement in excess of \$10,000 resulting from this procurement process for convenience with 30 days notice in writing to the awarded vendor. The vendor would be compensated for work performed and goods procured as of the termination date if for convenience of the TIPS OR ITS MEMBERS. Any award under this procurement process is not exclusive and the District reserves the right to purchase goods and services from other vendors when it is in the best interest of the District.

Does vendor agree? YES Yes Initial of Authorized Company Official

Federal Rule (3) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

2 CFR PART 200 Contract Provisions

Pursuant to Federal Rule (3) above, when federal funds are expended by TIPS OR ITS MEMBERS, for all construction contracts awarded by grantees and their contractors or subgrantees, the proposer certifies that during the term of an award, when federal funds are expended, by the TIPS OR ITS MEMBERS resulting for this procurement process the vendor will be in compliance with Equal Opportunity Employment laws specifically Executive Order 11246 of September 24, 1965, entitled "Equal Employment Opportunity," as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor regulations (41 CFR chapter 60).

Does vendor agree? YES Yes Initial of Authorized Company Official

Federal Rule (4) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

Pursuant to Federal Rule (4) above, when federal funds are expended by TIPS OR ITS MEMBERS, during the term of an award for all contracts and subgrants for construction or repair, when Federal Funds are expended, by the TIPS OR ITS MEMBERS resulting for this procurement process the vendor will be in compliance with all provisions listed or referenced therein.

Does vendor agree? YES Yes Initial of Authorized Company Official

Federal Rule (5) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

Pursuant to Federal Rule (5) above, when federal funds are expended by TIPS OR ITS MEMBERS, the proposer certifies that during the term of an award by the TIPS OR ITS MEMBERS resulting from this procurement process for construction contracts awarded by grantees and subgrantees the proposer agrees to be in compliance with all requirements listed or referenced therein.

Does vendor agree? YES Yes Initial of Authorized Company Official

Federal Rule (6) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a

2 CFR PART 200 Contract Provisions

small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

Pursuant to Federal Rule (6) above, when federal funds are expended by TIPS OR ITS MEMBERS, TIPS OR ITS MEMBERS requires that the proposer certify that during the term of an award by the TIPS OR ITS MEMBERS resulting from this procurement process the vendor agrees to the terms listed and referenced therein.

Yes

Does vendor agree? YES _____ Initial of Authorized Company Official

Federal Rule (7) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Pursuant to Federal Rule (7) above, when federal funds are expended by TIPS OR ITS MEMBERS, TIPS OR ITS MEMBERS requires that the proposer certify that during the term of an award by the TIPS OR ITS MEMBERS resulting from this procurement process the vendor agrees to the terms listed and referenced therein.

Yes

Does vendor agree? YES _____ Initial of Authorized Company Official

Federal Rule (8) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award \$25,000 or greater (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Pursuant to Federal Rule (8) above, when federal funds are expended by TIPS OR ITS MEMBERS, TIPS OR ITS MEMBERS requires the proposer certify that during the term of an award by the TIPS OR ITS MEMBERS resulting for this procurement process the vendor certifies that they are not debarred from receiving a contract from the federal government as provided therein.

Yes

Does vendor agree they are not debarred as specified above ? YES _____ Initial of Authorized Company Official

Federal Rule (9) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

Pursuant to Federal Rule (9) above, when federal funds are expended by TIPS OR ITS MEMBERS, TIPS OR ITS MEMBERS requires the proposer certify that during the term and after the awarded term of an award by the TIPS OR ITS MEMBERS resulting for this procurement process the vendor certifies to the terms included or referenced in Federal Rule 9 above.

2 CFR PART 200 Contract Provisions

Does vendor certify to the provisions in Federal Rule (9) above? YES Yes Initial of Authorized Company Official

Federal Rule (10) 2 CFR 200.233 Retention of all required records for three years after grantees or subgrantees make final payments and all other pending matters are closed.

Pursuant to Federal Rule (10) above, when federal funds are expended by TIPS OR ITS MEMBERS, TIPS OR ITS MEMBERS requires the proposer certify that the awarded vendor retain all required records for three years after grantees or subgrantees make final payments and all other pending matters are closed.

Does vendor agree? YES Yes Initial of Authorized Company Official

Federal Rule (11) 2 CFR §200.322 Procurement of recovered materials. A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines. [78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75885, Dec. 19, 2014]

Pursuant to Federal Rule (11) above, when federal funds are expended by TIPS OR ITS MEMBERS, TIPS OR ITS MEMBERS requires proposer certify that during the term of an award by the TIPS OR ITS MEMBERS resulting for this procurement process the vendor will be in compliance with mandatory standards and policies relating to Procurement of recovered materials which are listed above.

Does vendor agree they will comply? YES Yes Initial of Authorized Company Official

Company Name BizSupplies

Print name of authorized representative Rusty Wood

Signature of authorized representative 

Date 1/12/16

Signature above acknowledges all provisions in this four page document and the vendor/proposer/bidder responses herein to the 11 rules.