

# **Ordering Information**

# State of New Mexico - End User

PRICING: V37 Price List

ORDERING: ESI's product list and State of New Mexico discount pricing is found on the V37 State of New Mexico price list. Discounting is based on list

price order totals with tiered pricing options which are included in the price list. Products included in ESI's May 2022 catalog, but not on the price list can be purchased as "Open Market" items using the State of New Mexico tier discounting. The term "Open Market" must be included

next to the part number or within the product description.

SHIPPING: Shipping

### 48 hour shipping program

ESI offers 48 hour shipping on the majority of products. Unless otherwise requested, these products are shipped from multiple shipping points throughout the U.S., within two business days of receiving the PO, depending on quantity ordered and available inventory. Orders that include products with longer lead times including special orders, custom products, or worksurface orders, are designated as "LT" (lead time) and therefore not included in the 48 hour ship program. Large orders may also require additional lead time. Products designated as LT could take up to 90 days ARO for delivery. Call for on-hand availability.

#### Please note:

- 1. For the order to qualify for 48 hour shipping, all products on the PO must be available under the 48 hour shipping program.
- 2. POs that include LT designated products will be shipped based on the lead time of the LT designated products unless otherwise requested.
- 3. 48 hour orders will be shipped out within two business days unless otherwise specified on the PO.
- 4. Worksurfaces, Motific, Centro, and Railway may arrive on a date different than the other items on the order.

#### Freight terms

U.S. - Orders of \$3,500 list (USD) or more, ship free freight. Orders under \$3,500 list incur a flat \$25 net fee. Residential freight deliveries will incur a flat \$70 net fee

ESI ships orders by way of standard ground carrier service dock-to-dock within the contiguous 48 states. Special requests such as "call before delivery", "delivery lift gate required", residential delivery, re-routed deliveries, or specific delivery date/time requests may be subject to additional charges or may not be available. Contact our Customer Service Department for expedited delivery requests or deliveries outside of the contiguous 48 states.

Customers will be charged additional fees for changes made to orders that have already departed the facility, resulting in re-delivery or reconsignment. ESI accepts requests for expedited freight at the customer's expense. Please contact our Customer Service Department at 800.833.3746 and provide your preferred carrier account number in which to charge the expedited freight.

## END USER DISCOUNT:

| Product<br>Series | Tier Range            | End User Discount |
|-------------------|-----------------------|-------------------|
| Work Tools        | \$1-\$25,000          | 66.08%            |
|                   | \$25,001-\$250,000    | 71.50%            |
|                   | \$250,001-\$1,879,699 | 73.40%            |
| S2S               | \$1-\$25,000          | 66.08%            |
|                   | \$25,001-\$250,000    | 71.50%            |
|                   | \$250,001-\$1,879,699 | 73.40%            |
| Tables            | \$1-1,879,699         | 62.00%            |

CONTRACT: #40-000-13-00014

CONTRACT PERIOD: 9/16/13-04/26/23

GEOGRAPHIC COVERAGE: State of New Mexico

POINT OF PRODUCTION: Mesa, Arizona 85215

CREDIT CARD ACCEPTED: Visa, Mastercard or American Express

TIME OF DELIVERY: Most orders are shipped within 48 hours of received PO

FOB POINT Destination

**CANCELLATIONS AND** 

ESI honors no restocking fee for our customers, if return is approved in advance.

RETURNS:

CONTRACTOR/PAYMENT

ESI

ADDRESS

PO Box 21239 Mesa, AZ 85277-1239