



**INTERAGENCY AGREEMENT
FOR PRINT SERVICES**

Attachment 6

PRODUCT: **CARBONLESS FORMS, STANDARD**

PROVIDER: OREGON CORRECTIONS ENTERPRISES

CONTACT: OCE Sales Representative
Telephone: (503) 373-0148
Fax: (503) 364-1154
Email: oceprintshop@oce.oregon.gov

MAILING ADDRESS: Oregon Corrections Enterprises
Attn: OCE Print Shop
P.O. Box 12849
Salem, OR 97306

PRICE: REFER TO ATTACHED PRICING SCHEDULE

PAYMENT TERMS: NET 30 DAYS

SHIPPING: SEE EXHIBIT A, GENERAL INFORMATION, SECTION A.6, PACKAGING AND DELIVERY ABOVE

DAYS REQUIRED FOR DELIVERY: REFER TO DELIVERY SCHEDULE

TRANSPORTATION CHARGES: REFER TO DELIVERY SCHEDULE

MINIMUM ORDER: 250 EACH

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Authority Initials _____

OCE Initials _____



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CARBONLESS FORMS, STANDARD**

1. Ordering Instructions: (Please also refer to general instructions in Exhibit A):

1.1 Clean, black-on-white hard copy original can be supplied with order or OCE can typeset. Electronic files are accepted in Portable Document Format (PDF). Camera-ready copy will be returned to Customer upon completion of order. Proofs available as faxed laser (hard copy) or emailed to Customer in PDF.

2. Pricing:

2.1 Pricing for 8.5 x 5.5" Standard Carbonless Forms is as follows:

Quantity	250	500	750	1000	1500	2000	2500	3000	3500	4000	4500	5000
2-Part	\$27.96	\$41.52	\$55.07	\$68.63	\$92.34	\$116.04	\$139.87	\$163.42	\$187.12	\$210.60	\$234.53	\$258.22
3-Part	\$31.93	\$55.04	\$78.18	\$101.28	\$133.31	\$165.54	\$197.67	\$229.80	\$261.93	\$294.04	\$326.19	\$358.32
4-Part	\$41.97	\$72.44	\$102.91	\$132.99	\$171.14	\$208.91	\$246.67	\$284.46	\$322.17	\$360.40	\$397.72	\$435.55
5-Part	\$58.97	\$99.88	\$140.81	\$181.73	\$262.32	\$342.91	\$423.49	\$503.82	\$584.70	\$700.29	\$826.47	\$945.00

If More than 5,000, contact OCE Print Office for Quote

2.2 Pricing for 8.5 x 11" Standard Carbonless Forms is as follows:

Quantity	250	500	750	1000	1500	2000	2500	3000	3500	4000	4500	5000
2-Part	\$48.62	\$72.21	\$95.78	\$119.32	\$160.60	\$201.81	\$243.22	\$284.22	\$325.44	\$366.28	\$407.86	\$555.52
3-Part	\$55.53	\$95.74	\$135.95	\$176.15	\$232.02	\$287.90	\$343.78	\$399.65	\$455.53	\$511.39	\$567.28	\$623.16
4-Part	\$73.00	\$125.98	\$178.95	\$231.29	\$297.63	\$363.31	\$428.99	\$494.70	\$560.30	\$625.99	\$691.71	\$757.47
5-Part	\$102.55	\$173.71	\$242.64	\$316.04	\$456.21	\$596.36	\$736.52	\$876.22	\$1,016.86	\$1,217.90	\$1,297.17	\$1,437.36

If More than 5,000, contact OCE Print Office for Quote

2.3 Pricing for 8.5 x 14" Standard Carbonless Forms is as follows:

Quantity	250	500	750	1000	1500	2000	2500	3000	3500	4000	4500	5000
2-Part	\$60.78	\$90.27	\$119.73	\$149.22	\$200.75	\$252.27	\$304.02	\$355.28	\$406.80	\$457.84	\$509.84	\$561.34
3-Part	\$69.42	\$119.66	\$169.93	\$220.18	\$289.81	\$359.87	\$429.72	\$499.55	\$569.41	\$639.25	\$709.09	\$778.95
4-Part	\$91.25	\$157.46	\$223.70	\$289.11	\$372.03	\$454.14	\$536.24	\$618.37	\$700.37	\$782.50	\$864.60	\$946.83
5-Part	\$128.20	\$217.15	\$306.11	\$395.06	\$570.26	\$745.45	\$920.64	\$1,095.27	\$1,271.08	\$1,522.38	\$1,621.46	\$1,796.69

If More than 5,000, contact OCE Print Office for Quote

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2.4 ADDITIONAL CHARGES:

Typesetting Charge.....	\$31.00 per form or \$6.50 for 1 line
Colored ink	\$25.00 flat fee
Printing Backer (30% Screened).....	Add 25% to matrix
Graphic Design Services.....	\$30.00 per hour
Rush Delivery (ship in 5 working days).....	Add 20% to pricing matrix
Shipping.....	United Parcel Service, Federal Express, United States Post Office, State of Oregon Shuttle, P&D Delivery Services, or OCE Truck
Padding to Chipboard Backer:.....	25 sets per pad is \$.65/pad 50 sets per pad is \$.43/pad
Numbered Forms: Flat set up fee of \$12.50 plus:.....	250 sets or less - \$22.00 251 sets to 500 - \$24.00 501 sets to 1,000 -\$24.00 Over 1,000 sets - \$20.00 per 1,000
Drilling: Flat set up fee of \$3.72 plus:.....	2 Hole Drill is \$.50 per 100 sets 3 Hole Drill is \$.50 per 100 sets 5 Hole Drill is \$1.00 per 100 sets
Shrink Wrapping:.....	25 sets per package is \$.75 each 50 sets per package is \$1.00 each 75 sets per package is \$1.25 each 100 sets per package is \$1.50 each

3. Delivery:

- 3.1 OCE shall ship to Customer within ten (10) working days from receipt of Final Proof.
- 3.2 Rush Delivery & Fee: Ship date is five (5) working days from receipt of Final Proof, add 20% fee to pricing matrix.
- 3.3 All orders will be shipped via the most economical method at the determination of OCE. Shipping options include United Parcel Service, Federal Express, United States Post Office, State of Oregon Shuttle, P&D Delivery Services, or OCE Truck. This applies to any single printed order, Purchase Order, Contract Release Order, or request submitted on Customer letterhead. Shipping charges if applicable will be listed on Customer Invoice.

4. Product General Specifications: The following specifications shall apply to all orders:

- 4.1 Ink: All forms will be printed in black ink unless customer specifies otherwise. Pantone® color inks are available, charge is a flat fee of \$25.00. Pantone® metallic ink colors are not recommended.
- 4.2 Paper: Good quality black image carbonless paper will be used in standard weights available in coated back, coated front and back, and coated front. Stock colors are white, canary, pink, green, blue and goldenrod.
- 4.3 Paper Sequence: 2-part: White, 20#; Canary, 20#
3-part: White, 20#; Canary, 20#, Pink, 20#
4-part: White, 20#; Canary, 20#, Pink, 20#; Goldenrod, 20#
5-part: White, 20#; Green, 20#; Canary, 20#, Pink, 20#; Goldenrod, 20#
- 4.4 Proofing: All typeset orders will require a proof. OCE is responsible for any charges incurred to deliver proof to Customer.

4.5 Bindery:

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4.5.1 All forms will be set padded (no stub or tip out) across dimension indicated by Customer.

4.5.2 Customer has the following options:

4.5.2.1 Padded to chipboard backer in sets of 25 or 50 each.

4.5.2.2 Drilling up to 5 holes on 1 side of the sheet.

4.5.2.3 Numbering 1 position up to 6 numerals.

4.5.3 Shrinkwrap packaging with 500 sheet maximum, (example: 250 sets of 2-part carbonless equal 500 sheets).

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