esi

Ordering Information

State of South Dakota – End User

PRICING: ESI's product list and South Dakota state contract discount pricing is found on the July 2018 South Dakota state contract price list effective July 16, 2018 . Tiered pricing is based on the total list price for the order within the tier.

ORDERING: Forward the South Dakota State contract Purchase Order (PO) by email to orders@esiergo.com. Please have the South Dakota State contract entity issue the PO to ESI, C/O (Dealer of Record) which will ensure proper credit of the order to the dealer. ESI will need a copy of the PO which includes the ESI products being ordered, agency billing code, agency contact, agency address, and contact phone number for each order placed under this contract. Contact our Customer Service department for assistance.

SHIPPING:

48 HOUR SHIP PROGRAM

ESI offers 48 hour shipping on the majority of products. 48 hour ship products are shipped out of Phoenix, Arizona, 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 ship 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 in two business days unless otherwise specified on the PO.

FREIGHT TERMS

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 customer service 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 re-consignment.

ESI accepts requests for expedited freight at the customer's expense. Please contact customer service at 800.833.3746 and provide your preferred carrier account number in which to charge the expedited freight.

Worksurfaces are not sold separately and must be purchased with a table base. Worksurfaces may be drop-shipped from a separate location and may arrive on a date different than the other items on the order.

Freight is included on all orders totaling at least $75.00 net. For standard orders totaling under $75 net, a $14.99 flat rate shipping fee will be charged..

Orders under $100 net will incur a $19.99 flat shipping fee.

Packages should be inspected upon receipt and any shortages must be conveyed within five (5) business days of delivery. We are not responsible for damages or shortages occurring after delivery. Additional shipping charges will apply for expedited shipping, inside delivery or lift gate services. We are happy to drop ship to any customer within the 48 contiguous United States at no extra charge.

DISCOUNTING:

WORK GEAR:

TOTAL LIST	DISCOUNT
$1–$5,000	57.3%
$5,001–$10,000	59.9%
$10,001–$25,000	62.6%
$25,001–$1,700,000	70.6%

TABLES:

TOTAL LIST	DISCOUNT
$1–$5,000	51.9%
$5,001–$1,250,000	59.9%

CONTRACT: #16762

GEOGRAPHIC COVERAGE: State of South Dakota

CONTRACT PERIOD: 5/20/15–04/30/19

POINT OF PRODUCTION: Mesa, Arizona 85215

PRICES: As included in the South Dakota state contract price list

PAYMENT TERMS: Net 30

CREDIT CARDS ACCEPTED: Visa, Mastercard or American Express

TIME OF DELIVERY: 48 hours as noted in the South Dakota state contract price list. All other products up to 90 days ARO. Call customer service for express requests.

FOB POINT: Destination

WARRANTY PROVISION: Most of ESI products are covered under a 15 year warranty. View the terms and conditions for complete details.

RETURNED GOODS: Restocking charge up to 30% of the order

CONTRACTOR/PAYMENT ADDRESS:
ESI
PO Box 21239
Mesa, AZ 85277-1239

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