esi

NCPA

National Cooperative Purchasing Agency

END USER

Contract #: 1102215
Effective dates: 10/1/15–10/31/18

END USER DISCOUNT: 53% off list (work gear, tables, and sit-to-stand series)

PRICE LIST: Current ESI price list effective at time of order.

PAYMENT TERMS: Net 30

FREIGHT:

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 Purchase Order (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. PO's 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 free for orders of five (5) or more table bases or table bases with worksurfaces. A $100 freight fee will be charged for orders of four (4) or less table bases. For orders including worksurfaces, there will be an additional $150 freight fee.

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.

PO REQUIREMENTS: NCP members must issue PO's directly to the dealer and include ESI's. NCPA Contract Number (#07-26) or reference NCPA on the PO.
The end user must also register at www.NCPA.us. The process is easy, there is no cost.

ORDERING INFORMATION: Please email all orders to participating dealer.

WHO CAN PURCHASE: Contracts can be used by governmental entities, such as school districts, private and charter schools, colleges and universities, municipalities, counties, other governmental agencies and nonprofits located anywhere in the United States.

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