



Franklin County Municipal Court Custom End Tab File Folders & Labels

Date: 5/28/19

State Contract Pricing-#800447

CIVIL DIVISION:

FOLDERS:

Model Number	Description	Qty	Price Per	Amount
J10519-00-FPGL	F. Folders must be manila. Labels will have Five (5) numeric color-coding positions and "19" year band colored to match the number five. **Barcode added and included. Start number 40001 End number 54000	14,000	.34 each	\$ 4,760.00
	Delivery Dates: By August 19, 2019	Quantity – 14,000		Sequence 40001-54000
	Item base construction:			
	1102-00 Qty 1		\$.16/each	
	1108-02 Qty 2		<u>\$.18/each</u>	
			<u>\$.34/each</u>	
J10519-00-FPGL	G. Folders must be manila. Label will have five (5) numeric color coding positions and "20" year band colored to match the number six. **Barcode added and included Start number 00001 End number 45000	45,000	.34 each	\$15,300.00
	Delivery Dates: By December 2, 2019	Quantity -15,000		Sequence: 00001-15000
	By March 2, 2020	Quantity -15,000		Sequence: 15001-30000
	By June 1, 2020	Quantity -15,000		Sequence: 30001-45000
	Item base construction:			
	1102-00 Qty 1		\$.16/each	
	1108-02 Qty 2		<u>\$.18/each</u>	
			<u>\$.34/each</u>	
J10307-02	H. Folders must be white stock tinted green. Label will have five (5) numeric color coding positions and "20" year band colored to match the number six. Barcode added and included Start number 60001 End number 60750	750	.44 each	\$ 330.00
	Delivery Date: By December 2, 2019	Quantity – 750		Sequence 60001-60750
	Item base construction:			
	1162-00 Qty 1		\$.26/each	
	1108-02 Qty 2		<u>\$.18/each</u>	
			<u>\$.44/each</u>	



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1100-08 15 pt.Vinyl, Red Outguide, center tab, letter size 300 \$1.63 each \$ 489.00

Delivery Date: By August 19, 2019 Quantity – 300

LABELS:

4020YB	TAB MATCH YR 2020 500/RL	10	\$5.41	\$ 54.10
4019YB	TAB MATCH YR 2019 500/RL	10	\$5.41	\$ 54.10
6171	TAB MATCH NUMERIC 1 500/RL	10	\$4.73	\$ 47.30
6175	TAB MATCH NUMERIC 5 500/RL	5	\$4.73	\$ 23.65
5155	TAB MATCH ALPHA F 500/ROLL	55	\$6.87	\$377.85
5157	TAB MATCH ALPHA G 500/ROLL	35	\$6.87	\$240.45
9520	Solid color RED labels 500/RL	40	\$6.48	<u>\$259.20</u>
				\$1,056.65

**Note: Non-stock labels require minimum of 5 rolls per order

Delivery Date: By August 19, 2019 All Civil Labels & Outguides

Total for Civil Court Division: \$21,935.65

Summary of Quote Cost:

Criminal/Traffic Division:	\$59,523.10
Civil Division:	<u>\$21,935.65</u>
Total Municipal Court Clerk Cost:	\$81,458.75



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Standard Specs for Custom End Tab File Folders:

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Letter size, 12.25" x 9.5", side tab, file folders with a minimum caliper thickness of 11 pt. (10.5 pt. is not acceptable). Reinforced double ply side tab with a minimum 1.5" fold over and a 1" undercut. Top corners of the front and back panels must be rounded. File folders shall be scored with three (3) lines spaced 1/4" apart to allow for 3/4" expansion. Two (2) one inch (1") bonded fasteners factory applied, on alternating ends based on odd and even file numbers. One placed on inside center top front panel, and the other one placed on inside center top back panel. Alternating positions shall be; one placed on inside center bottom front panel, and the other one placed on inside center bottom pack panel. Printing is required on front and back outside panels in black ink. For all of these folders, one (1) full strip wrap around, mylar or polypropylene overlay label must be attached to the file folder.

*****NOTE: Remove "COMPLAINT FILED" that is currently printed on the back outside panel for the Traffic, Criminal & Criminal Environmental files *****

Strip labels must be lithographically printed to exacting specifications and colors must match the following Pantone or 4 color standards:

	Pantone	4 Color Process		Pantone	4 Color Process
0	1785C	Y6 R8	7	525C	R B8 K6
1	185C	Y8 R	8	5145C	K4 R4
2	157C	Y8 R6	9	1815C	Y R K6
3	158C	Y R8	red	185C	Y8 R
4	361C	Y B			
5	350C	Y R8 B	2016	2995C	B (match the #6)
6	2995C	B	2017	525C	R B8 K6
			2018	5145C	K4 R4

Packaging:

These file folders shall be packed numerically, in quality boxes that are clearly labeled which indicate the applicable numeric sequence and the color of file folders enclosed. The weight of each box shall not exceed 50 pounds.



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Delivery:

Delivery of the file folders detailed below shall be to 375 South High Street, inside the basement hallway with delivery dates, quantities and numerical sequence as follows:

August 19, 2019

A – 21,500 (180000 – 201499) F – 20,000 (40001 – 54000) All Criminal and Civil Labels, Outguides

December 2, 2019

B – 25,000 (100000 – 124999) C – 10,000 (00001 – 10000) D – 4,000 (70001 – 74000)
E – 2,000 (50001 – 52000) G – 15,000 (00001 – 15000) H – 750 (60001 – 60750)

March 2, 2020

B – 30,000 (125000 – 154999) C – 10,000 (10001 – 20000) G – 15,000 (15001 – 30000)

June 1, 2020

B – 25,000 (150000 – 179999) C – 7,000 (20001 – 27000) G – 15,000 (30001 – 45000)



Important Notes:

Folders are to be released per specification of the bid. Dock to dock delivery. No charge for freight. All folders on this order must be invoiced at the time of initial release. Invoice to reflect exact amount. This quotation is valid for 90 days

Shipping & Delivery Instructions: Ship per specifications to 375 South High St. inside the basement hallway. See Specifications.

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Terms and Conditions

1. Payment Terms:

Net 30 days

2. Freight Terms:

Shipments are FOB Ship Point, unless otherwise indicated in quotation

FOB Ship Point: Title passes at point of shipment

FOB Destination: Title passes at destination

3. Remittance Address:

TAB Products / Jeter Systems / Ames
24923 Network Place

Chicago, IL 60673-1249

4. Credit Card Payments:

Payments made by Visa, Mastercard, American Express can be made by calling 1-800-882-1510

5. Damage in Transit:

Damage in transit must be reported to carrier and inspection requested within 15 days of delivery to your premises. Your cooperation will help us to promptly repair or replace damaged products and protect our mutual rights against the transportation company.

- a. Examine cartons carefully before accepting delivery.
- b. Note damage or shortage on freight bill or delivery receipts.
- c. Unpack merchandise promptly to detect concealed damage; save cartons for inspection.
- d. Notify TAB / Jeter immediately if any damage is noticed.

6. Returns: Returned shipments must be pre-approved by TAB / Jeter.

7. Over-Run & Under-Run Policy:

We attempt to ship exact quantities as ordered; however, we reserve the right to over-ship or under-ship a maximum of 5% on custom-manufactured or printed products.

Client Approval :

By executing below, the customer certifies that the terms and conditions set forth above are correct and reflect the mutual agreement between TAB and the customer. TAB is hereby duly authorized to provide product and / or services as outlined above to the customer.

Client Signature: _____ Date: ___/___/___

TAB/Jeter Contact:

Client Printed Name: _____

Brian McCann 440-258-3566

Title: _____

Barb Jeter 412-670-1936

Purchase Order Number: _____