

# SP-18-0018 PRINTED ENVELOPES

A minimum order of 500,000 envelopes are required for No. 10 Window Envelopes with a 1/16<sup>th</sup> Edge tight glue and 8" Full Gum Adhesive, 24# White Wove.

First Class Format , Open End, Green 1st Class Diamond Border - Virgin Stock					
Item #	Size	Weight	Stock Color	Quantity Breaks	Unit Price Per Thousand
1	9 x 12	28#	Brown Kraft	1,000 - 2,499	157.48
2				2,500 - 4,999	119.79
3				5,000 - 9,999	105.03
4				10-000-25000	99.22
5	10 x 13	28#	Brown Kraft	1,000 - 2,499	173.27
6				2,500 - 4,999	141.44
7				5,000 - 10,000	117.13

Regular Envelopes (No Windows)						
Item #	Size	Weight	Stock Color	Quantity Breaks	Unit Price Per Thousand	Paper Stock
8	No. 6 3/4 3 5/8 x 6 1/2	24#	White Wove	1,000 - 2,499	61.16	Recycled
9				2,500 - 4,999	36.06	
10				5,000 - 12,499	30.07	
11				12,500 - 25,000	25.67	
12	No. 9 3 7/8" x 8 7/8"	24#	White Wove	1,000 - 2,499	67.69	Recycled
13				2,500 - 4,999	44.00	
14				5,000 - 12,499	36.30	
15				12,500 - 24,999	35.20	
16				25,000 - 49,999	32.30	
17				50,000 - 124,999	25.85	
18				125,000 - 249,999	21.34	
19				250,000 - 500,000	18.15	
20	No. 10 4 1/8" x 9 1/2"	24#	White Wove	1,000 - 2,499	67.69	Recycled
21				2,500 - 4,999	44.00	
22				5,000 - 12,499	36.15	
23				12,500 - 24,999	35.20	
24				25,000 - 49,999	31.90	
25				50,000 - 124,999	24.46	
26	No. 11 4 1/2" x 10 3/8"	24#	White Wove	125,000 - 249,999	21.19	Virgin
27				250,000 - 500,000	18.15	
28				1,000 - 2,499	74.36	
29				2,500 - 4,999	55.00	
30				5,000 - 12,499	49.79	
31				12,500 - 25,000	47.85	

Window Envelopes							
Standard window located 7/8" from the left side and 1/2" from bottom of the envelope							
Item #	Size	Weight	Stock Color	Window Size	Quantity Breaks	Unit Price Per Thousand	Stock
32	No. 8 5/8 3 5/8" x 8 5/8"	24#	White wove	1 1/8" x 4 1/2"	1,000 - 2,499	68.33	Virgin
33					2,500 - 4,999	49.72	
34					5,000 - 12,499	46.75	
35					12,500 - 25,000	44.44	
36	No. 8 5/8 3 5/8" x 8 5/8"	24#	White wove	Selected from Vendor's	12,500 - 24,999	65.08	Virgin
37					25,000 - 49,999	56.89	
38					50,000 - 124,999	37.40	
39	No. 9 3 7/8" x 8 7/8"	24#	White wove	1 1/8" x 4 1/2"	1,000 - 2,499	48.38	Virgin
40					2,500 - 4,999	37.82	
41					5,000 - 12,499	33.00	
42					12,500 - 25,000	29.15	
43	No. 9 3 7/8" x 8 7/8"	24#	White wove	Selected from Vendor's	12,500 - 24,999	43.76	Recycled
43A					25,000 - 49,999	42.35	
44					50,000 - 125,000	29.26	
45	No. 10 4 1/8" x 9 1/2"	24#	White wove	1 1/8" x 4 1/2"	1,000 - 2,499	71.01	Recycled
46					2,500 - 4,999	49.50	
47					5,000 - 12,499	39.27	
48					12,500 - 24,999	37.40	
48A					25,000 - 49,999	36.30	
49					50,000 - 124,999	29.70	
50					125,000 - 249,000	25.06	
51	250,000 - 500,000	20.68					
52	No. 10 4 1/8" x 9 1/2"	24#	White wove	Selected from Vendor's die list.	1,000 - 2,499	193.53	Recycled
53					2,500 - 4,999	134.20	
54					5,000 - 12,499	55.95	
55					12,500 - 24,999	40.26	
55A					25,000 - 49,999	40.11	
56					50,000 - 124,999	32.32	
57					125,000 - 249,999	27.35	
58					250,000 - 500,000	23.76	

No. 10 Window Envelope with 1/16" Edge Tight Glue & 8" Full Gum Adhesive - Recycled Stock						
** For Department of Finance and Administration (DFA) Only**						
Item #	Size	Weight	Stock Color	Window	Quantity Breaks	Unit Price Per Thousand
59**	No. 10 4-1/8" x 9-1/2"	24#	White Wave	1-1/8" x 4-1/2"	500,000-750,000	19.80

Color Ink - Upcharge for Color Ink / One Time Charge (Flat Fee) per order						
This charge (flat fee) is charged on each order of envelopes requiring color ink. <i>This fee does not apply to envelopes with black ink only.</i> Color ink (not black) will be allowed on white envelopes only. Color ink, as outlined below, may be requested on items 8-58.						
Item #	Description					Unit Price per EACH ORDER
60	Upcharge (One Time/Flat Fee) for one color ink - not black					30.80
61	Upcharge (One Time/Flat Fee) for black plus one color					30.80
62	Upcharge (One Time/Flat Fee) for two colors of ink - neither black					61.60

Color Ink - Additional Upcharge for Printing (per/M charge)											
This is an upcharge for printing envelopes with color ink. It is to be added to the per thousand (M) price of items 8-58. This charge will be charged in addition to the flat fee for color ink (items 60-62). <i>There is NOT an upcharge for the Qty Breaks listed in only red below:</i>											
Item #	Description				Quantity Breaks	Unit Price Per Thousand					
	Upcharge (per/M) for one color ink - not black				1,000 - 2,499	N/C					
					2,500 - 4,999	N/C					
					5,000 - 12,499	N/C					
					12,500 - 24,999	N/C					
					25,000 - 49,999	N/C					
					50,000 - 124,999	N/C					
63					125,000 - 249,999	2.09					
64					250,000 - 500,000	2.09					
	Upcharge (per/M) for black plus one color				1,000 - 2,499	26.40					
					2,500 - 4,999	15.40					
					5,000 - 12,499	10.27					
					12,500 - 24,999	10.27					
					25,000 - 49,999	5.15					
					50,000 - 124,999	5.15					
					125,000 - 249,999	3.30					
					250,000 - 500,000	3.30					
					65					1,000 - 2,499	26.40
					66					2,500 - 4,999	15.40
67					5,000 - 12,499	10.27					
68					12,500 - 24,999	10.27					
69					25,000 - 49,999	5.15					
70					50,000 - 124,999	5.15					
71					125,000 - 249,999	3.30					
72					250,000 - 500,000	3.30					
	Upcharge (per/M) for two colors of ink - neither black				1,000 - 2,499	32.08					
					2,500 - 4,999	19.25					
					5,000 - 12,499	12.83					
					12,500 - 24,999	12.83					
					25,000 - 49,999	6.42					
					50,000 - 124,999	6.42					
					125,000 - 249,999	3.85					
					250,000 - 500,000	3.85					
73					1,000 - 2,499	32.08					
74					2,500 - 4,999	19.25					
75					5,000 - 12,499	12.83					
76					12,500 - 24,999	12.83					
77					25,000 - 49,999	6.42					
78					50,000 - 124,999	6.42					
79					125,000 - 249,999	3.85					
80					250,000 - 500,000	3.85					

CHECK SIZE ENVELOPES - Virgin Stock						
Item #	Size	Weight	Stock Color	Window Size	Quantity Breaks	Unit Price Per Thousand
81	No. 8-5/8 3 5/8" x 8 5/8"	24#	Manila	Selected from Vendor's die list.	25,000 - 49,999	52.56
82					50,000 - 124,999	44.48
83					125,000 - 249,999	25.08
84					250,000 - 500,000	22.24

BROWN KRAFT, UNGLAZED - Virgin Stock						
Item #	Size	Weight	Stock Color	Window Size	Quantity Breaks	Unit Price Per Thousand
85	No. 10 4 1/8" x 9 1/2"	24#	Brown Kraft	None	1,000 - 2,499	63.25
86					2,500 - 4,999	44.00
87					5,000 - 12,499	36.30
88					12,500 - 25,000	36.26
89	No. 12 4 3/4" x 9 1/2"	24#	Brown Kraft	None	1,000 - 2,499	99.00
90					2,500 - 4,999	62.70
91					5,000 - 12,499	60.50
92					12,500 - 25,000	50.05
93	No. 14 5" x 11 1/2"	24#	Brown Kraft	None	1,000 - 2,499	110.00
94					2,500 - 4,999	66.00
95					5,000 - 12,499	63.80
96					12,500 - 25,000	54.25
97	No. 10 4 1/8" x 9 1/2"	24#	Brown Kraft	1-1/8" x 4 1/2"	1,000 - 2,499	226.60
98					2,500 - 4,999	100.10
99					5,000 - 12,500	59.40

100					1,000 - 2,499	87.19
101	6" x 9"		Brown Kraft	None	2,500 - 4,999	66.84
102	Open End	28#			5,000 - 12,499	53.90
103	Catalog Style				12,500 - 24,999	51.28
104					25,000 - 50,000	43.12
105					1,000 - 2,499	92.40
106	6 1/2" x 9 1/2"		Brown Kraft	None	2,500 - 4,999	84.70
107	Open End	28#			5,000 - 12,499	69.85
108	Catalog Style				12,500 - 24,999	67.65
109					25,000 - 49,999	60.50
110					50,000 - 124,999	52.93
111					125,000 - 250,000	50.05
112					1,000 - 2,499	103.40
113	9" x 12"		Brown Kraft	None	2,500 - 4,999	89.10
114	Open End	28#			5,000 - 12,499	75.90
115	Catalog Style				12,500 - 24,999	74.80
116					25,000 - 49,999	63.80
117					50,000 - 125,000	55.35
118					1,000 - 2,499	118.80
119	9 1/2" x 12 1/2"		Brown Kraft	None	2,500 - 4,999	97.90
120	Open End	28#			5,000 - 12,499	89.10
121	Catalog Style				12,500 - 24,999	83.60
122					25,000 - 49,999	72.60
123					50,000 - 125,000	64.61
124					1,000 - 2,499	113.30
125	10" x 13"		Brown Kraft	None	2,500 - 4,999	99.44
126	Open End	28#			5,000 - 12,499	88.24
127	Catalog Style				12,500 - 24,999	87.25
128					25,000 - 49,999	69.06
129					50,000 - 124,999	61.97
130					125,000 - 250,000	57.79
131					1,000 - 2,499	124.32
132	10" x 15"		Brown Kraft	None	2,500 - 4,999	101.20
133	Open End	28#			5,000 - 12,499	89.10
134	Catalog Style				12,500 - 24,999	77.00
135					25,000 - 49,999	75.90
136					50,000 - 124,999	74.80
137					125,000 - 250,000	69.03
138					1,000 - 2,499	148.83
139	11 1/2" x 14 1/2"		Brown Kraft	None	2,500 - 4,999	126.50
140	Open End	28#			5,000 - 12,499	113.85
141	Catalog Style				12,500 - 25,000	105.60
142					1,000 - 2,499	154.00
143	12" x 15 1/2"		Brown Kraft	None	2,500 - 4,999	133.10
144	Open End	28#			5,000 - 12,499	129.80
145	Catalog Style				12,500 - 24,999	119.39
146					25,000 - 49,999	107.80
147					50,000 - 125,000	104.06
148					5,000 - 12,499	90.20
149	9 1/2" x 12 5/8"		Brown Kraft	None	12,500 - 24,999	84.70
150	Open Side	28#			25,000 - 49,999	79.20
151	Booklet Style				50,000 - 125,000	73.70

WHITE KRAFT, UNGLAZED - Virgin Stock					
Item #	Size	Weight	Stock Color	Quantity Breaks	Unit Price Per Thousand
152	6" x 9"		White Kraft	10,000 - 24,999	67.10
153	Open Side, Booklet Style	28#		25,000 - 50,000	45.39
154	6 1/2" x 9 1/2"		White Kraft	10,000 - 24,999	68.20
155	Open Side	28#		25,000 - 49,999	58.04
156	Booklet Style			50,000 - 125,000	48.20
157	6" x 9"		White Kraft	5,000 - 9,999	73.39
158	Open End	28#		10,000 - 24,999	61.78
159	Catalog Style			25,000 - 50,000	49.26
160	6 1/2" x 9 1/2"		White Kraft	5,000 - 9,999	83.60
161	Open End	28#		10,000 - 24,999	69.30
162	Catalog Style			25,000 - 50,000	53.99
163				1,000 - 4,999	111.10
164	9" X 12"		White Kraft	5,000 - 9,999	86.90
165	Open End	28#		10,000 - 24,999	80.85
166	Catalog Style			25,000 - 50,000	64.94
167				1,000 - 4,999	121.48
168	10" X 13"		White Kraft	5,000 - 9,999	103.75
169	Open End	28#		10,000 - 24,999	89.10
170	Catalog Style			25,000 - 50,000	72.60

Color Ink – Upcharge For Color Ink / One Time Charge (Flat Fee) Per Order		
This charge (flat fee) is charged on each order of envelopes requiring color ink. This fee does not apply to envelopes with black ink only. Color ink (not black) will be allowed on white envelopes only. Color ink may be requested as outlined below:		
Item #	Description	Unit Price per EACH ORDER
171	Upcharge (One Time/Flat Fee) for one color ink - not black for items 152-170	30.80
172	Upcharge (One Time/Flat Fee) for black plus one color for items 152-166 <b>*Not allowed on items 167-170</b>	30.80
173	Upcharge (One Time/Flat Fee) for two colors of ink - neither black for items 152-166 <b>*Not allowed on items 167-170</b>	61.60

Color Ink - Additional Upcharge for Printing (per/M charge)				
This is an upcharge for printing envelopes with color ink. It is to be added to the per thousand (M) price of items 160-178 This upcharge will be charged in addition to the flat fee for color ink (items 179-181). <b>There is NOT an upcharge for the Qty Breaks listed in only red below:</b>				
Item #	Description	Quantity Breaks	Unit Price Per Thousand	
	Upcharge (per/M) for one color ink - not black for items 152-170	1,000 - 2,499	N/C	
		2,500 - 4,999	N/C	
		5,000 - 12,499	N/C	
		12,500 - 24,999	N/C	
		25,000 - 49,999	N/C	
		50,000 - 124,999	N/C	
		125,000 - 249,999	N/C	
		250,000 - 500,000	N/C	
174	Upcharge (per/M) for black plus one color for items 152-166.	1,000 - 2,499	32.08	
175		2,500 - 4,999	25.67	
176		5,000 - 12,499	19.25	
177		12,500 - 24,999	19.25	
178		<b>Not allowed on items 167-170</b>	25,000 - 49,999	12.83
179		50,000 - 124,999	5.50	
180		125,000 - 249,999	4.40	
181		250,000 - 500,000	4.40	
182	Upcharge (per/M) for two colors of ink - neither black. Items 152-166.	1,000 - 2,499	38.50	
183		2,500 - 4,999	32.08	
184		5,000 - 12,499	25.67	
185		12,500 - 24,999	25.67	
186		<b>Not allowed on items 167-170</b>	25,000 - 49,999	19.25
187		50,000 - 124,999	5.50	
188		125,000 - 249,999	4.40	
189		250,000 - 500,000	4.40	

Latex Self-Adhesive - Upcharge			
This is an upcharge to be added to the per thousand (M) price of envelopes between the sizes 6" x 9" and 12" x 15-1/2".			
Item #	Description	Quantity Breaks	Unit Price Per Thousand
190	Upcharge (per/M) for Latex self-seal adhesive.	1,000 - 2,499	49.50
191		2,500 - 4,999	46.20
192		5,000 - 9,999	33.00
193		10,000 - 24,999	31.35
194		25,000 - 49,999	23.10
195		50,000 - 125,000	17.60

Metal Clasp			
This is an upcharge to be added to the per thousand (M) price of Brown Kraft Envelopes for sizes 6" x 9" and 12" x 15-1/2".			
Item #	Description	Quantity Breaks	Unit Price Per Thousand
196	Upcharge (per/M) for Metal Clasp	1,000 - 2,499	19.25
197		2,500 - 4,999	19.25
198		5,000 - 9,999	19.25
199		10,000 - 24,999	19.25
200		25,000 - 49,999	17.05
201		50,000 - 125,000	14.85

<b>Envelope Banding</b>			
Envelopes may be banded with paper, string, rubber band or by other similar means, in lots of 100. This is an upcharge to be added to the per thousand (M) price of envelopes sized 6" x 9" and 12" x 15-1/2"			
Item #	Description	Quantity Breaks	Unit Price Per Thousand
202	Upcharge (per/M) for Envelope Banding	500 - 2,499	15.40
203		2,500 - 4,999	14.30
204		5,000 - 12,499	12.10
205		12,500 - 25,000	11.55

<b>Printing Upcharge/Composition</b>		
Contractor may charge up \$10.00 for each order which requires the typesetting or composition. This charge will cover the cost of up to six (6) lines of type, the agency logo, a negative and a proof to the agency. Additional composition may be charged at \$.50 per line. This amount may be charged only when the typesetting has been prepared and not photocopied. The contractor will provide type styles commonly used in the envelope industry. Non-standard type styles will be provided camera ready by the ordering agency.		
Item #	Description	Unit Price Per Thousand
206	Upcharge (per/Order) for Envelope Composition	10.00

<b>Brand:</b>	Printmaster
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<b>DELIVERY</b>	
<b>(FOB Destination, freight paid – Normal Inside Delivery)</b>	
Delivery of the finished items must be made to the location specified on the ordering entity's purchase order as outlined in the following delivery schedule.	
Ink Color(s)	Delivery
	After receipt of order or production materials whichever is later.
<b>Black Ink</b>	
10,000 or fewer	within 15 working days
10,001 or more	within 20 working days
<b>1 Color of Ink (not black)</b>	
10,000 or fewer	within 20 working days
10,001 or more	within 25 working days
<b>Black + 1 Color of Ink or 2 Colors of Ink (neither black)</b>	
10,000 or fewer	within 20 working days
10,001 or more	within 25 working days

NOTE: Envelopes requiring metal clasp, latex self seal, or special binding will be allowed an **additional 10 working days** of above delivery requirements.  
 If an order requires new composition an **additional five (5) working days** to the above delivery will be allowed.  
 Vendor will also be allowed an **additional two (2) working days** to produce and deliver proof to the ordering agency.  
 If an order requires a special window (window selected from vendor's die list) an **additional five (5) working days** to the above delivery will be allowed.