

COUNTY OF ROCKLAND
Department of General Services
Purchasing Division

Contract Award Notification

Title: **PRINTING OF BUSINESS CARDS**

Contract Period: Valid through December 31, 2025

Original Date of Issue: April 8, 2016

Date of Revision: 02/14/2023

BID No: **CONTRACT032**

Catalog:

Authorized Users: County Agencies

Address Inquires To:

Name: Raheela Akhter
Title: Asst. Purchaser
Phone: 845-364-3813
Fax: akhterr@co.rockland.ny.us
E-mail:

Description

This contract is for the printing of business cards.

Contract #	Vendor Number	Contractor & Address	Telephone No.
CONTRACT032	0000016743	Envelopes & Printed Products Inc. 135 Fairview Avenue Prospect Park, NJ 07508 Contact: Christopher P. Higgins Email: envelopro@aol.com	973-942-1232 FAX: 973-942-5626

- 1- Business cards are now to be ordered from peoplesoft contract032 using 11 digit code for your desired business card
- 2- Requester must fill out the fillable business card form to be attached to your requisition. Form is available on RCWEB
- 3- Purchasing department will send business card form to the vendor.
- 4- Requester's email must be typed on all requisitions for Business cards in order to receive proof from vendor.
- 5-Delivery contact name and number must be typed in header comments to avoid shipment delays.

County of Rockland CONTRACT

Dept. of General Services

Purchasing Division
50 Sanatorium Rd
Bldg A, 6th Fl, Room 609
POMONA NY 10970
www.rcpurchasing.com

Dispatch via Print

Contract ID CONTRACT032		Page 1 of 1
Contract Dates 04/01/2016 to 12/31/2025		Currency USD
PRINTING OF BUSINESS CARDS		Contract Maximum 50,000.00
Freight Terms FOB Destination	Buyer Email akhterr@co.rockland.ny.us	
Buyer Raheela Akhter	Phone 845/364-3813	Fax 845/364-3809

Supplier 0000017643
Envelopes & Printed Products Inc
William Higgins
135 Fairview Avenue
Prospect Park NJ 07508

Phone 973/942-1232
Fax 973/942-5626
enveloppro@aol.com

Tax Exempt? Y Tax Exempt ID: 13-6007344

Line #	Supplier Item	Item Desc	Item ID	Price	UOM
1		BUSINESS CARDS 80 LB ACCENT OPAQUE WHITE COVER 2 X 3-1/2, PRINTED BLACK, 1/0-THERMOGRAPHY 500/BOX, Sample copy to be sent via email to vendor. Proof must be approved before production.	96607200001	58.00000	Box
3		BUSINESS CARD WHT RECYCLD 1SIDED BLUE SEAL BLK TXT LEGIS STD, SAMPLE CARD WILL BE SENT TO VENDOR VIA EMAIL, PROOF MUST BE APPROVED BEFORE PRODUCTION	96607240003	58.00000	Box
6		Business Cards, Executive Style, 80lb Opaque White Cover; 2x3-1/2", Printed PMS 432 Cool Charcoal & PMS 2242 Vibrant Emerald 2/0 Thermography, Tight Register, 500/box, Sample card to be sent to vendor via email, Proof must be approved before production.	96607240006	108.00000	Box
7		Business Cards, Executive Style, 80lb Opaque White Cover, Business Cards, Executive Style, 80lb Opaque White Cover; 2x3-1/2", Printed PMS 432 Cool Charcoal & PMS 2242 Vibrant Emerald 2/0 Thermography, Tight Register, 1000/box,	96607240007	118.00000	Box

sample card will be sent to vendor via email, proof must be approved before production.

TERMS AND CONDITIONS OF CONTRACT 032 INCORPORATED HEREIN BY REFERENCE.

Authorized Signature







Legislature Business Card, Item Id # 96607240003

