

**Stephen F. Austin State University**

Procurement and Property Services

Nacogdoches, Texas 75962-3030

Phone (936) 468-2206 * Fax (936) 468-4282

PO Number: **P2102867**PO Date: **08/27/21**Delivery Date: **08/31/21****Supplier:**Complete Printing & Publishing
1501 W Panola St
Carthage TX 75633-2349**CONFIRM RECEIPT OF PURCHASE ORDER AND
ACCEPTANCE OF DELIVERY DATE
BY EMAILING PURCHASE@SFASU.EDU.**

melissa.h@completeprinting.com

Send Billing Invoice to:Stephen F. Austin State University
P.O. Box 6085
Nacogdoches, TX 75962-6085
ATTN: Accounts Payable**Ship to:**Monica Loa
Admissions
Rusk Bldg 206
2008 Alumni Dr N
SFA Box 13051

Nacogdoches TX 75962

Terms: Net 30**FOB: Vendor Delivery****PURCHASE ORDER NO. MUST APPEAR ON ALL
SHIPPING DOCUMENTS AND INVOICES**

Item	Description	Quantity	Unit Cost	Total Cost
1	In accordance with ITB# ADM-PRINT-2021 opened on 07/24/2021 ---- May be extended for three (3) additional one (1) year periods at the option of SFASU. ---- Vendor shall contact Central Receiving at 936-468-4273 and Mark Scott, 936-468-4411, 3 DAYS PRIOR TO SHIPMENT. 000P96603A PRINTING SERVICES ROAD PIECE Printing " 12 page booklet + cover Flat Size: 9" x 24" Finished Size: 12" x 9" (Binds on the 9" edg	80,000.00 SRV	.3925	31,400.00

Purchaser: Nicole Ivancic

(936) 4684472

ADDITIONAL CHARGE:Vendor ID: **20435831**

Collegiate Licensed:

DISCOUNT/TRADE-IN:Req No: **R0073591**

Employee/Employee Relationship:

TOTAL: CONTINUED

Blanket Order:

Purchase Class: **Competitive Solicitation**

HUB Status:

Vendor Warrant Hold process runs nightly and terminates any vendors on hold. Vendor EPLS status verified by Purchaser.

150016-29302-772180 \$31,400.00

150016-29302-772990 \$150.00

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Item	Description	Quantity	Unit Cost	Total Cost
	Bleeds: YES Design: SFASU Copy Prep: CC InDesign (packaged file) Proofing: Color Laser Paper (Cover): 100# Matte Coated Cover â€" White Inks: 4/4 PROCESS â€" bleeds. Spot Gloss Varnish o the photos on the cover only. Bindery: Gather, saddle-stitch 9â€"spine, trim, bulk box Packaging: BULK BOX Overs/Unders: +5%/-5% ---- The first set of proofs shall be shipped within 3 working days after receipt of SFA's artwork file. After proof approval, the finished project shall			

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Item	Description	Quantity	Unit Cost	Total Cost
2	be shipped within 7-10 working days. ---- Shipping and Delivery for 80,000 pieces included. 000P91558A MAILING SERVICES INC COLLATING, SORTING, PACKAGING Road Piece Shipping and Delivery for 80,000 pieces ---- Special: As our recruiters will be taking these pieces out on the road to college fairs, please use smaller boxes with fewer pieces per box- ideally we're looking for a single box to weigh around 25-30 lbs. Delivery Address: Stephen F. Austin State University	1.00 LOT	150.0000	150.00

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TOTAL: CONTINUED

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Item	Description	Quantity	Unit Cost	Total Cost
	Discovery Research Center 7308 Northwest Stallings Dr., Building D Nacogdoches, TX 75965			

Purchaser: Nicole Ivancic

(936) 4684472

ADDITIONAL CHARGE:**.00**Vendor ID: **20435831**

Collegiate Licensed:

DISCOUNT/TRADE-IN:**.00**Req No: **R0073591**

Employee/Employee Relationship:

TOTAL:**31,550.00**

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