

# COSTARS Contract

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**CONTRACT: COSTARS**

**Commodities Covered: Cafeteria Furniture | Daycare and Preschool Furniture | Educational and Dormitory Furniture | Freestanding Office Furniture, Task Lighting, Panels, Partitions and Privacy Dividers | Healthcare Furniture | Laboratory Furniture | Law Enforcement Furniture, Evidence Lockers, Weapons Racks and Storage | Library Furniture | Lobby, Lounge, Reception and Waiting Room Furniture | Mailroom Furniture and Carts | Meeting and Training Room Furniture, Lecterns and Podiums | Seating | Studio Furniture | Systems Furniture and Accessories | Tables**

**Contract: 035-E25-235**

**Awarded Categories: COSTARS-35 Furniture and Window Treatments**

**Term Date: 03/04/25 - 03/04/26**

**Contract Pricing:**

The discount off list at which dealers sell to the purchasing agency depends on the services included:

Services Included	Discount %
Dock Delivery	50%
Inside Delivery	40%
Delivered & Installed	40%

**Flexxform's Freight Policy:**

Any Freight to a Dock is Free.

For any Drop-Ship Freight refer to "Flexxform Price List" for pricing with discounts.

All Flexxform Designs Inc. furniture products are carefully inspected and cartoned by trained personnel before they leave the factory. If freight appears damaged on receipt, please do not refuse the shipment. Please note that the delivering carrier will not accept responsibility for shortages or damages if these are not noted on the bill of lading. Claims for concealed damages must be made to Flexxform Designs Inc.'s head office within 10 days of delivery. Flexxform will not be liable for concealed damages after 20 business days if cartons are not opened within that time.

**Point of Contact:**

Shalyn Henry - Customer Service Representative

shalyn.henry@flexxform.co

+1-844-541-0081



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## **Ordering Procedures:**

Please e-mail all purchase orders to:

Flexxform Designs Inc.  
PO Box 147  
211 2nd Avenue North, Stonewall, Manitoba  
Canada R0C 2Z0  
Phone: 844-541-0081  
e-mail: [info@flexxform.co](mailto:info@flexxform.co)

All prices shown in this price book are list prices and are subject to change without notice.

All orders will be acknowledged via email. Customer must check order acknowledgment for accuracy and notify Flexxform of any discrepancies within 24 hours, otherwise, acknowledgment constitutes a final agreement between Flexxform Designs Inc. and the customer.

Distribution of this price list does not in itself constitute an offer to sell. Orders may only be placed by authorized Flexxform dealers only.

## **Payment Terms:**

Payment terms are net 30 days. Pricing does not include state or provincial taxes. Payment by credit card will be considered on a per-order basis. If invoice is not paid in full within 30 days, a late payment charge of 2% per month (24% per annum) will be applied on overdue invoices. First-time orders require a credit application and 50% deposit, balance will be due after shipping.

## **Order Cancellations:**

After an order has been acknowledged and placed into production, cancellations cannot be accepted without the consent of Flexxform. In the case of an order cancellation, customer may be invoiced a cancellation fee of no less than 20% of the value of the customers Purchase Order. Additional "work in progress" fees may be invoiced as well. Cancellations must be made in writing to the factory.