



The Education Cooperative
141 Mansion Dr, Suite 200
East Walpole, MA 02032

February 4, 2020

RE: Bid for Copy Paper, Office, Classroom, Art, and Computer Related Supplies

To Whom It May Concern:

S&S Worldwide, Inc. would like to offer your organization a 20% discount. Please be aware that this discount will apply to the current list price at the time of order placement. Catalogs/list pricing is updated annually in January and is valid for the calendar year (January through December). The discount cannot be combined with sale prices, special promotions, quantity breaks, offer codes, or Internet specials. S&S Worldwide does not provide installations, assembly, removal of debris, or reconditioning of athletic items. **The District will be eligible for free standard ground delivery services on all orders***. Please reference bid **#2021-ART%** on all correspondence in order to receive special pricing.

***Items labeled FOB/Dropship or “not available for free freight” are not eligible for free shipping.** Freight charges for items that are not eligible for free shipping will have freight charges prepaid and added to the invoice. If the District plans to purchase items ineligible for free shipping, we encourage our customers to contact us for a freight quote at the time of order placement. The discount does not apply to freight charges. Orders requiring a truck for delivery do not include unloading services (inside delivery and/or liftgate). If these services are required, please contact our customer service department at the time of order placement at 800-642-7354 for a quote. All shipments scheduled to deliver by common carrier (UPS, Fed Ex, USPS) will include inside delivery to the ground floor.

Payment terms are net 30 days. Delivery will be made within 30 days ARO.

Please feel free to contact me with any questions.

Best Regards,

A handwritten signature in cursive script that reads 'Erin Hemingway'.

Erin Hemingway
Bid Analyst
S&S Worldwide, Inc.