



401 SW Water Street Suite 507
 Peoria, Illinois 61602
 P: 309.636.0033 F: 309.636.0034

Quote Number: 88110261

www.henricksen.com

Date: 11/5/2018

Quoted To:

CITY OF PEORIA
 FINANCE DEPT. ROOM 112
 CITY HALL 419 FULTON
 PEORIA, IL 61602

Ship To:

CITY OF PEORIA
 TRAINING ROOM 420
 PEORIA, IL 61602

Sales Person:

TERI THOMAS
 T.THOMAS@HENRICKSEN.COM

Customer Support

KELLY GRUBER
 K.GRUBER@HENRICKSEN.COM

Ln#	Qty	Model#	Description	Unit Sell	Ext Sell
1	1	INSTALL	TRAINING ROOM RENOVATION FURNITURE UPGRADES INCLUDES DELIVERY AND INSTALLATION TCPN/NIPA CONTRACT# 1137730	\$34,614.83	\$34,614.83
Subtotal:				\$34,614.83	

Total: \$34,614.83

Plus manufacturer surcharge in effect at time of order entry. Please note this is a dollar to dollar pass through

50% deposit required upon order placement

We appreciate the opportunity to be of service to your organization. Respectfully submitted by Henricksen.
 Please sign below accepting Terms & Conditions authorizing Henricksen to proceed with order placement.

Signature: _____ Organization: _____ Date: _____

Terms and Conditions

The Terms and Conditions of Sale apply to this contract and quotation unless amended or changed in writing and attached hereto.

1. Prices quoted are held for a period of 30 days.
2. Installation pricing is based upon non-union labor rates, unless otherwise specified.
3. Freight, delivery, installation and taxes are not included in the price of products and will be added to invoices if applicable.
4. All deposits requested shall be provided prior to the entering of any order and shall be applied against the last invoice. No interest shall accrue against such deposit.
5. Terms of sale are net 15 days from date of invoices. Invoices will be tendered in full on all items received or being held at our warehouse. A service charge of 1.5% per month (18% annual percentage rate) will be added to all unpaid invoices beyond 30 days from invoice date. Payment by credit card will result in the additional costs to be passed on to the Customer.
6. Design and product application services are included in product pricing within two revisions. Additional design work is to be billed at an hourly rate.
7. No payment shall be withheld on any invoice beyond the selling price of the specific merchandise not delivered or subject to repair and/or replacement.
8. All sales are final. Orders cannot be cancelled except by mutual consent. Resulting cancellation and/or restocking charges imposed by the manufacturer shall be paid by the Customer.
9. All requests for changes in quantity or specification shall be in writing and are subject to our approval.
10. We will coordinate shipments to arrive just before the scheduled installation date and provide warehousing for merchandise shipped to our warehouse for a period of no greater than 30 days beyond the original installation date, without charge to you. Beyond 30 days, we will provide warehousing at a rate to be agreed upon.
11. Direct power connection to building circuitry to be provided through owner. Some facilities may require union electrician to hardwire building electric to furniture base feed and panel to panel electrical connections. Owner assumes the cost for any electrical permits that need to be pulled and additional labor required. Permit fees incurred for installing the furniture may result in an additional charge to the Customer.
12. In the event that construction delays or other causes not within our control force postponement of the installation, the merchandise will be stored until installation can be resumed, and will be considered accepted by you for purpose of payment. In such event, you have the right to withhold 5% of the invoice amount against completion of delivery.
13. On direct shipments, not including installation, the Customer will receive and install. It will be Customer's responsibility to inspect the merchandise and file freight claims. We cannot be held liable for cost of repairs and/or replacement of damaged goods.
14. Delivery and installation will be made during normal working hours of 7:00 - 4:00. Additional labor costs resulting from overtime work performed at your request or after 4:00 and on weekends will be paid by the Customer.
15. Installation is to include merchandise purchased on this order only and does not include moving or handling of existing furnishings, machines, etc.
16. When furnishings are delivered and brought onto the job site, they shall be inspected and conditionally accepted by you. The responsibility for the security and the protection of the delivered goods shall pass to you. Any exceptions shall be reported in writing immediately.
17. The job site shall be clean, clear, and free of debris prior to installation. Exceptional delivery and installation encumbrances will result in extra charges. The job site shall also be free of the interference of all trades in the work areas.
18. Electric current, light, heat, hoisting and/or elevator service and suitable unobstructed dock space and secured staging areas will be furnished by the Customer without charge.
19. If staging / storage areas provided at the job site are inconveniently located, are on another floor from where the work is to be done, or if products must be walked up or down stairs, or if the merchandise must be moved due to the progress of other trades, or at your request or if we are required to move, or handle existing furniture, the additional cost of moving and transporting shall be paid by the Customer.
20. Our ability to erect or assemble furnishings is dependent upon jurisdictional agreements between trade unions at the job site. If trade regulations require employing tradesmen to complete the installation, the additional cost will be paid by the Customer.
21. We agree to completely install the furnishings according to the final floor plan. Any changes to the final plan will be provided prior to the installation date. Once the installation has begun, the Customer agrees to assume any expenses incurred by us due to changes made at your request or for any reason beyond our control. Work will not be completed until there is a signed change order to approve the work.
22. All furnishings will be left clean and in working order. All cartoning and packaging materials will be removed, and the premises will be left broom clean.
23. All furnishings are warranted to be free from defects in materials or workmanship for a period of twelve (12) months from date of delivery. We will arrange for the repair or replacement of defective items or those inadvertently damaged by us during installation. We will act as your agent in the event claims concerning damaged and/or defective materials and/or workmanship made within the warranty periods as stated by the particular manufacturer, supplier, or fabricator. There are no expressed or implied warranties.
24. No liability shall accrue against Henricksen as a result of any breach of these Terms and Conditions resulting from any strike, lockout, work stoppage, accident, act of God or other delays beyond our control. We do not assume any liability for consequential damages or loss of anticipatory profits resulting from the use of the merchandise or delay in its delivery and installation, or for the misuse or abuse by the Customer.
25. These Terms and Conditions of Sale supersede any terms and conditions appearing on the Customer's purchase order, or any other documents, and all verbal communications and/or understandings related thereto.

