



## The Florida State University Purchasing Services Contract Summary Sheet

Commodity: Laboratory Supplies (Life Sciences, Biomedical and organic chemical products and kits)	Contract #: ITN07TO-135
<b>Vendor: Sigma Aldrich</b>	<b>Effective Date:</b> 01/28/08 – 01/28/2013
<b>OMNI Vendor ID#:</b> 0000003124	<b>DMBE Certified:</b> No
<b>Address: PO Box 14508 St. Louis, MO 63178</b>	<b>Payment Terms:</b> Net 30 days
<b>Contact:</b> Wanda Graden	<b>Purchasing Card Can Be Used:</b>
<b>Phone: 1-800-325-3010 or 352-672-1475</b>	<b>Fax:</b> 1-800-962-9591 or 800-325-5052 or 352-371-2923
<b>E-Mail:</b> <a href="mailto:wanda.graden@sial.com">wanda.graden@sial.com</a>	<b>Website:</b> <a href="http://www.sial.com">www.sial.com</a>
<b>Purchasing Specialist: Nicholas Lybbert</b> <a href="mailto:nlybbert@admin.fsu.edu">nlybbert@admin.fsu.edu</a> 850-645-2789	<b>Procure to Pay Team:</b> <b>Purchasing:</b> Nick Lybbert ( <a href="mailto:nlybbert@admin.fsu.edu">nlybbert@admin.fsu.edu</a> ) <b>Accounts Payable:</b> Mike Anestor ( <a href="mailto:manestor@admin.fsu.edu">manestor@admin.fsu.edu</a> )

**Contract Information:** Contract Length: 3 years with two (2) one year renewals

All pricing and incentive calculations will be effective as of 2 weeks from final MOU signature.

Vendor will desktop deliver all goods FOB destination. There shall be no shipping, ice, or hazmat charges for “designated” freezer stockroom purchases or other mutually designated “ports of entry”. The “ports of entry” are Biology Stockroom (King Bldg.), College of Medicine Stockroom, and Chemistry Stockroom; and MUST add their Sigma account number on all requisitions. All other delivery addresses may be charged shipping and other charges.

With appropriate Return Material Authorization from Vendor, University shall have the right to return any damaged, incorrectly ordered, or defective products for a full refund, with the exception of frozen or refrigerated products which may spoil.

University may use its own competitively solicited Courier contract to ship goods. Both parties will ensure use of this option continues to meet University and Vendor’s needs.

All purchases made through stockroom will consist of a list price minus a discount based on the category a product falls in. See [Attachment A](#) for product pricing and discounts. All discounts shall be set for the term of the contract.

Vendor shall hold discount fixed against list price for those products in tab B and C for at least 6 months, and may adjust once every 6 months thereafter. Vendor will hold discounts in attachment A fixed for 12 months and may adjust once every 6 months thereafter.

Vendor will provide an 8% discount on Research Specialty items with purchase of five or more. Research Specialty is defined as chemical available only through Sigma. See attachment B for initial list.

Sh/siRNA Partnership: University will be able to participate in the partnership program and receive pricing outlined in Attachment C.

New lab startups will receive discounts according to attachment D in addition to free freight. These discounts will adhere to guidelines (definition of a New Lab Start-up, length of offer, minimum order) defined by the Vendor New Lab Start-up program. See attachment F for New Lab Start-up reporting.

E-ordering incentive: Vendor will provide a 1% line item discount on all orders placed through Sigma’s website or an eProcurement/eMarketplace.

Vendor willing to offer volume appropriate discounts for large one-time orders and use of Promo (promotional) pricing when appropriate.

**Note:**

Summary Sheet #:

Updated: November 5, 2009