

Synertec Standard Price List

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Printing and Enclosing Charges

Printing and enclosing charges are calculated strictly based on the components used in the production of the document.
The below table shows prices for common document compositions

Common Specifications	Price	
Simplex Colour Sheet	£	0.11212
Duplex Colour Sheet	£	0.14346
Simplex Mono Sheet	£	0.09571
Duplex Mono Sheet	£	0.11065
Duplex Colour/Mono Sheet	£	0.12705
The above sheet rates are for illustration purposes only and include white 80gsm paper, printing (within the maximum toner coverage limits) and enclosing into a C5 envelope.		
Braille Sheet	£	0.22670
The above sheet rate is for illustration purposes only and includes braille paper, simplex braille printing and enclosing into a C4 braille envelope.		

Electronic Delivery Charges

Common Specifications	Price	
eFile*	£	0.06176
EDS	£	0.03652
FireText SMS	£	0.03300
FireText Vanity Link	£	0.03400
* Includes electronic delivery such as Email, Local Print, Network, Supression, SFTP, Third Party Portal		

Purchase Ledger Automation

Common Specifications	Price	
PLA_Upload	£	0.25000

Monthly Charges

Prism System (per month)	£	100.00
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Postage

Postage is priced at Royal Mail Standard Account tariff, as existing from time-to-time, minus a postage discount where applicable.

Any postage discount will be dependent on the Royal Mail pricing in effect at the time. Any discount will be given against the Standard Account tariff as appropriate.

The following conditions apply to all postal discounts:

- a. Envelope Size: C5
- b. Envelope Weight: Less than 100 grams
- c. Address Quality: Full and accurate address; matching the Royal Mail PAF database
- d. Items which do not conform to the above requirements will not attract a discount and will be charged at Royal Mail Standard Account tariff.

Cloud

If a customer is wanting to implement a Cloud solution, then a supplemental Cloud Pricing document will be applicable. Please contact Synertec to discuss your needs.

Pricing

1. All prices quoted are exclusive of VAT.
 - a. Synertec understands that the services it provides are compliant with the description of 'Contracted Out Services' under heading 61 of the HMRC VAT Guide Issued For NHS Bodies and are accepted and used as such by Trusts throughout the NHS to reclaim VAT.
2. All prices are fixed for 30 days from the date of this document.
3. Synertec shall undertake an annual component price review, or when market conditions warrant, Synertec shall amend the Price List accordingly. Such price increases shall not exceed the CPI rate of inflation.
 - a. For the avoidance of doubt the cost of processing and dispatching an average physical (PAYM) document shall be used in determining the price increase comparison to CPI, and this consist of:
 - i. 1 x C5 envelope
 - ii. 1 x white 80gsm paper
 - iii. 1 x duplex mono impression
 - iv. 1 x insertion charge
 - v. 1 x postage charge
 - vi. 1 x postage discount
 - b. Postage related components are not subject to the above CPI restriction.

Invoicing

1. Prism System charges will be invoiced a month in advance
2. All printing, Enclosing, Envelope, Postal, Electronic, and all other charges shall be invoiced twice a month in arrears
3. All invoices must be paid within 30 days