



AGREEMENT HIGHLIGHTS

Onsite Print and Related Digital Services

OECM #2025-487

Item	Description
Agreement Term	<p>Effective Date: December 18, 2025</p> <p>Expiry Date: December 17, 2033</p> <p>Optional Extension(s): This agreement has no extension options available</p>
Products and Services Available Through This Agreement	<p>OECM's re-tendered Onsite Print and Related Digital Services agreement provides customers access to comprehensive onsite print services, while introducing newly added digital services that enhance how documents and physical materials are handled, managed, and distributed.</p> <p>Onsite Print Services</p> <ul style="list-style-type: none">• Secure onsite print services with quality control and expert advisory support• Commercial printers, copiers, and networked devices delivering high-quality output• Online ordering with pickup or delivery options• Copyright management and licensing• Detailed billing and flexible payment options• Business card printing <p>Inventory Storage and Management</p> <ul style="list-style-type: none">• Secure, temperature-controlled third-party storage• Onsite and offsite inventory management with reporting• Coordination of inbound and outbound shipments• Recycling and disposal of obsolete materials <p>Mailroom Logistics</p> <ul style="list-style-type: none">• Daily Canada Post pickup and onsite delivery• Domestic and international courier services• Online tracking of incoming and outgoing items• Required equipment, servicing, and maintenance <p>Shipping and Receiving Logistics</p> <ul style="list-style-type: none">• Secure distribution, verification, and record keeping• Centralized tracking through logistics software

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	<ul style="list-style-type: none">• Damaged goods claims management• Trained staff following best practices for shipping and reporting <p>Digital Services</p> <ul style="list-style-type: none">• Technology-enabled services supporting efficiency and digital transformation• Digitization of physical documents into searchable digital formats• Document advisory services optimizing the document lifecycle• Digital mail services converting physical mail into electronic workflows <p>White Glove Services</p> <ul style="list-style-type: none">• High-touch handling of sensitive or complex materials• Secure chain-of-custody with documented tracking• Specialized packaging and labelling• Dedicated, trained personnel• Onsite support and custom scheduling <p>Products and Services</p> <ul style="list-style-type: none">• Onsite and Offsite Print Services• Digital Services• Digitization Services• Document Advisory Services• Digital Mail Services• White Glove Services• Inventory Storage and Management Logistics• Mailroom Logistics Services• Shipping and Receiving Logistics Services		
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