



MACQUARIE
University

Official merchandise catalogue

MERCHANDISE PRINCIPLES

The University's approach to collateral has been very conservative in the past twelve months to correct an issue that had developed over time with (and I quote) "any old rubbish having our brand name stamped on it".

Group Marketing are keen to develop solutions that meet genuine business needs by co-creating branded items that are worthy of carrying our brand name and in so doing reflect positively on our brand.

We recognise that while branded items are not always important to achieving our organisation goals, in some cases they can genuinely add value and so they should be used selectively where their use will create value for the organisation.

Group marketing are therefore supportive of the principle of gift development to enhance relationships.

The key is to select items that convey a sense of distinctiveness through thoughtful design, so that they reflect positively on the University brand. A certain level of quality is also required, a branded pen for example that breaks the first time it is used would not reflect well on our brand.



ORDERING INSTRUCTIONS

- Step 1:** Email your expressions of interest to jennifer.page@mq.edu.au in Group Marketing by **5pm Thursday 22 June**
- Step 2:** Include in your email a list of all items you are interested in purchasing and the relevant quantities
- Step 3:** Group Marketing will collate individual orders from across the university and recalculate order prices based on the bulk quantity discount
- Step 4:** Group Marketing will contact you with the revised costing by Monday 26 June
- Step 5:** You will have until **12 noon Friday 30 June** to advise if you would like to proceed, amend or cancel your order
- Step 6:** A purchase order must be raised for the final cost and submitted to Group Marketing by Wednesday 5 July. Group Marketing will confirm vendor details and pricing at time of order.

Please note:

- All prices are listed including GST
- Pricing is indicative only, final unit prices and delivery timeframes will be confirmed at time of order
- Some items have a minimum order quantity. Orders from across the university will be consolidated to help us reach these minimums, however they must be met to be able to place the order.

Delivery:

- Delivery of ordered merchandise to the university will be approximately one to two months from time of order cut-off date, depending on the item. You will be sent emails throughout the manufacturing period to update you on the final delivery.
- The delivery location must be listed on your purchase order. Any changes to delivery location must be submitted at least two weeks prior to the scheduled delivery.

Order cycle:

- We will announce bulk merchandise orders twice a year in ThisWeek
 - First notice: July
 - Second notice: September
- If you require additional orders outside this period, please contact jennifer.page@mq.edu.au in Group Marketing to discuss your options.



Lanyard

QUANTITIES	COST PER UNIT (INC GST)	TOTAL QUOTE IN \$AUD (INC GST)	LEAD TIME
25	\$2.01	\$50.33	3-5 weeks
100	\$1.89	\$189.20	
250	\$1.40	\$349.25	
500	\$1.25	\$627.00	
750	\$1.25	\$940.50	
1,000	\$1.10	\$1,100.00	



Totebag

QUANTITIES	COST PER UNIT (INC GST)	TOTAL QUOTE IN \$AUD (INC GST)	LEAD TIME
25	\$2.64	\$66.00	8-10 weeks
100	\$2.19	\$218.90	
1,000	\$2.08	\$2,079.00	
5,000	\$1.85	\$9,240.00	
10,000	\$1.72	\$17,160.00	
20,000	\$1.42	\$28,380.00	



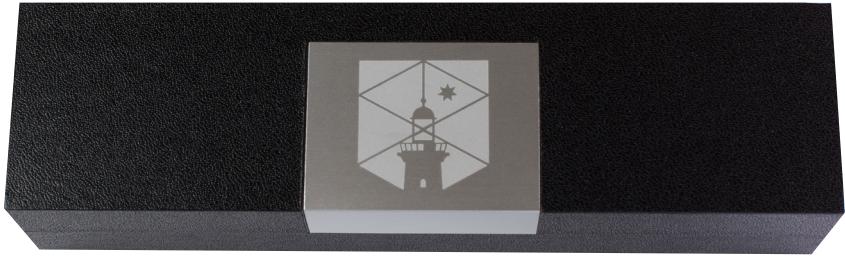
Lapel pin with box

QUANTITIES	COST PER UNIT	TOTAL QUOTE IN \$AUD (INC GST)	LEAD TIME
25	\$13.56	\$339.08	3-5 weeks
100	\$9.75	\$974.60	
250	\$9.14	\$2,285.25	
500	\$7.93	\$3,965.50	
1,000	\$7.78	\$7,777.00	



Professional pen

QUANTITIES	COST PER UNIT (INC GST)	TOTAL QUOTE IN \$AUD (INC GST)	LEAD TIME
25	\$12.67	\$316.80	2-3 weeks
50	\$9.63	\$481.25	
100	\$7.39	\$739.20	
250	\$6.45	\$1,611.50	
500	\$5.85	\$2,926.00	
1,000	\$5.17	\$5,170.00	



Pen box

QUANTITIES	COST PER UNIT (INC GST)	TOTAL QUOTE IN \$AUD (INC GST)	LEAD TIME
25	\$11.51	\$287.65	2-3 weeks
50	\$11.51	\$575.30	
100	\$9.43	\$942.70	
250	\$8.15	\$2,037.75	
500	\$7.18	\$3,591.50	
1,000	\$6.39	\$6,391.00	



Notebook

QUANTITIES	COST PER UNIT (INC GST)	TOTAL QUOTE IN \$AUD (INC GST)	LEAD TIME
10	\$14.75	\$147.51	2-3 weeks
100	\$11.58	\$1,158.30	
250	\$9.58	\$2,395.25	
500	\$8.53	\$4,262.50	
1,000	\$7.84	\$7,843.00	



Umbrella

QUANTITIES	COST PER UNIT (INC GST)	TOTAL QUOTE IN \$AUD (INC GST)	LEAD TIME
1	\$64.49	\$64.49	10 Weeks
100	\$64.49	\$6,449.30	
250	\$51.13	\$12,782.00	



16 GB USB

QUANTITIES	COST PER UNIT (INC GST)	TOTAL QUOTE IN \$AUD (INC GST)	LEAD TIME
10	\$13.04	\$130.35	2-3 weeks
50	\$11.46	\$573.10	
250	\$9.60	\$2,400.75	
500	\$9.36	\$4,680.50	
1,000	\$8.59	\$8,591.00	



Mug

QUANTITIES	COST PER UNIT (INC GST)	TOTAL QUOTE IN \$AUD (INC GST)	LEAD TIME
36	\$18.43	\$663.30	2-3 weeks
72	\$12.58	\$906.05	
108	\$10.05	\$1,085.83	
288	\$8.23	\$2,369.66	
540	\$7.15	\$3,861.00	
1,080	\$6.89	\$7,436.88	



Cufflinks

QUANTITIES	COST PER UNIT (INC GST)	TOTAL QUOTE IN \$AUD (INC GST)	LEAD TIME
100	\$12.05	\$1,204.50	4-6 weeks
300	\$11.55	\$3,465.00	
500	\$10.95	\$5,472.50	
1,000	\$10.18	\$10,175.00	



Silk chiffon scarf

QUANTITIES	COST PER UNIT (INC GST)	TOTAL QUOTE IN \$AUD (INC GST)	LEAD TIME
100	\$32.95	\$3,294.50	6-8 weeks
300	\$29.92	\$8,976.00	
500	\$28.55	\$14,272.50	
1,000	\$25.85	\$25,850.00	



Silk tie

QUANTITIES	COST PER UNIT (INC GST)	TOTAL QUOTE IN \$AUD (INC GST)	LEAD TIME
100	\$21.95	\$2,194.50	4-6 weeks
300	\$19.25	\$5,775.00	
500	\$16.23	\$8,112.50	
1,000	\$14.25	\$14,245.00	



Scarf and tie gift box

QUANTITIES	COST PER UNIT (INC GST)	TOTAL QUOTE IN \$AUD (INC GST)	LEAD TIME
100	\$6.71	\$671.00	4-6 weeks
300	\$6.05	\$1,815.00	
500	\$5.78	\$2,887.50	
1,000	\$5.45	\$5,445.00	