



**CONTRACT AMENDMENT  
PRICE AND PRODUCT CHANGE REQUEST  
FORM**

***Supplier Name:*** Teknion

***Sourcewell Contract Number:*** 091423-TKN

---

***Request Type:*** Adding Products/Services;Deleting Products/Services;Price Increase

***Changed Product List***

Teknion implemented a commercial price increase on 11/24/2025. We respectfully request to implement these changes with Sourcewell to align the contract with Teknion's current commercial offering. Attached is the commercial announcement that includes the percentage increase for each product line.

**Product Line Additions:** Expansion Meeting, Expansion Casework+, Emote  
**Removal of Discontinued Product Lines:** Ability, Modular Cabinets, Bene Box

***Justification for Changes***

Please see the attached memo.

***Product additions only***

Expansion Meeting - addition the Tables offering  
Expansion Casework - replaces Modular Cabinets  
Emote - this product line was included on Teknion's previous Sourcewell contract but was missed when this current contract bid was submitted.

***Price changes or product/service additions only***

Discounting for the new products align with the discounts for the product lines they've been added to/compliment.

---

***Approvals***

***Supplier Offer:***

This Price and Product Change Request has been submitted for review to be considered as an amendment to the above referenced Contract.

By initialing here, Authorized Signer affirms that they are duly authorized to execute this document on behalf of the named Supplier and possess the necessary legal authority to bind said Supplier to the terms and conditions contained herein.



DocuSigned by:

*Valerie Windrim*  
EF215052C77B487  
Authorized Signer

Public Sector Contracts Manager  
Title

Valerie Windrim  
Name

12/15/2025 | 3:36 PM EST  
Date Signed

**Sourcewell Acceptance:**

Sourcewell accepts Supplier's offer in this Price and Product Change Request. By Sourcewell's signature below, this document becomes an amendment to the above referenced Contract and incorporates all referenced attachments into this Amendment.

Signed by:

*Jeremy Schwartz*  
C0FD2A139D06489  
Authorized Signer

Chief Operating and Procurement Officer  
Title

Jeremy Schwartz  
Name

12/15/2025 | 4:34 PM CST  
Date Signed

## Teknion Pricing Proposal - US

Teknion Product Line	List Value Tier Per Order	Discount off List
Complements, District, Filing & Storage, Height Adjustable Bench (HAB), Interpret, Leverage, upStage	\$1 - \$350,000	69.33%
	\$350,001 and Higher	70.40%
Altos, Architectural Complements, Focus, Optos, POD, Tek Vue, AI Healthcare, Telescope, Within	\$1 - \$350,000	69.33%
	\$350,001 and Higher	70.40%
Expansion Casegoods, Expansion Cityline, Expansion Desking, Expansion Learning, Expasnion Meeting	\$1 - \$350,000	61.00%
	\$350,001 and Higher	63.25%
Teknion Tables, Casework+	\$1 - \$350,000	57.30%
	\$350,001 and Higher	58.00%
Teknion Seating, North 56	\$1 - \$350,000	57.00%
	\$350,001 and Higher	59.33%
Byward (Lite Wood), C+D Conference, Community Table, Custom Solutions, Dossier, Journal, Teknion Reception, Chronicle, Emote	\$1 - \$350,000	55.33%
	\$350,001 and Higher	57.25%
Kiosk, Routes, Zones	\$1 - \$350,000	44.50%
	\$350,001 and Higher	45.50%
Studio TK	All Orders	43.75%
Xpress	Xpress Discounts match Standard Lead Discounts. Please follow standard Xpress Guidelines for order limitations.	

### TERMS AND CONDITIONS

1. Discount includes freight to any single destination within the Continental United States.
2. Discounts do not include sales/use tax, inside delivery or installation of products.
3. Discounts applied to the list prices contained in the price & product guides provided as part of our response.

## Teknion Pricing Proposal - Canada

Teknion Product Line	List Value Tier Per Order	Discount off List
Complements, District, Filing/Storage, Height Adjustable Bench (HAB), Interpret, Leverage, Upstage	\$1 - \$100,000	64.73%
	\$100,001 - \$350,000	64.73%
	\$350,001 and Higher	65.96%
Altos, Architectural Complements, Focus, Optos, POD, Tek Vue, AI Healthcare, Telescope, Within	\$1 - \$100,000	64.73%
	\$100,001 - \$350,000	64.73%
	\$350,001 and Higher	65.96%
Expansion Casegoods, Expansion Cityline, Expansion Desking, Expansion Learning, Expansion Meeting	\$1 - \$100,000	55.15%
	\$100,001 - \$350,000	55.15%
	\$350,001 and Higher	57.74%
Teknion Tables, Caseworks+	\$1 - \$100,000	50.90%
	\$100,001 - \$350,000	50.90%
	\$350,001 and Higher	51.70%
Teknion Seating, North 56	\$1 - \$100,000	50.55%
	\$100,001 - \$350,000	50.55%
	\$350,001 and Higher	53.23%
Byward (Litewood), C+D Conference, Community Table, Dossier, Journal, Teknion Reception, Emote	\$1 - \$100,000	48.63%
	\$100,001 - \$350,000	48.63%
	\$350,001 and Higher	50.84%
Kiosk, Routes, Zones	\$1 - \$100,000	36.18%
	\$100,001 - \$350,000	36.18%
	\$350,001 and Higher	37.33%
Studio TK	All Orders	37.33%
Xpress	Xpress Discounts match Standard Lead Discounts. Please follow standard Xpress Guidelines for order limitations.	

**TERMS AND CONDITIONS**

- Discount includes freight to all Urban Centers. For locations 200 km outside of Urban Centers, freight costs will be quoted on a project by project basis.
- Discounts do not include sales/use tax, inside delivery or installation of products.
- Discounts applied to the list prices contained in the price & product guides provided as part of our response.

302 Fellowship Road  
 Suite 110  
 Mount Laurel, NJ  
 08054 USA

Telephone 856.596.7608  
 teknion.com



September 19, 2025

# Marketing Memo

## #1431 November 2025 Price Increase

**Effective November 24, 2025, Teknion will implement a 6% list price increase across most of its product lines, and a 4% list price increase across Expansion products.**

This adjustment is necessary to offset the significant rise in commodity and labor costs. Key commodities such as aluminum and steel have seen substantial increases since our last price adjustment in September 2024, which did not include Architectural Interiors products.

Please note that this list price increase will replace the surcharge that was implemented in April 2025.

We remain deeply committed to providing the best overall value in the industry and being dedicated partners with our dealers. Our lead times remain highly competitive, our industry stability and reliability are of tremendous value, and we believe that the foundation we have built with our dealer network is poised for growth and ongoing success.

### November 24, 2025 Price Increase Summary (with exceptions)

Product	Catalog Code	% Increase	Notes/Exceptions
Ability	TAB	6.0%	
Altos	TAL	6.0%	
Architectural Complements	TAC	6.0%	
Architectural Interiors Healthcare	TAH	6.0%	
Boulevard	TSB	0.0%	No increase
Chronicle	TCR	6.0%	
Complements	TCO	6.0%	
Custom Wood Community Tables	TCW	6.0%	
District	TDI	6.0%	
District Storage	TDS	6.0%	
Emote	TEM	6.0%	
Filing & Storage	TFF	6.0%	
Focus	TFW	6.0%	

302 Fellowship Road  
 Suite 110  
 Mount Laurel, NJ  
 08054 USA

Telephone 856.596.7608  
 teknion.com



Height Adjustable Bench	THA	6.0%	
Interpret	TIN	6.0%	
Journal	TJU	6.0%	
Kiosk	TKI	6.0%	
Leverage	TLE	6.0%	
Lite Wood Office	TLW	6.0%	
North 56	TNR	6.0%	
Optos	TOP	6.0%	
POD	TTB	6.0%	
Expansion Casegoods	RCA	4.0%	
Expansion Caseworks+	RWK	4.0%	
Expansion Cityline	RNH	4.0%	
Expansion Desking	RBU	4.0%	
Expansion Learning	RLT	4.0%	
Expansion Modular Cabinet	RMC	4.0%	
Expansion Meeting Tables	RMT	4.0%	
Expansion Casegoods, Thickness D&X	RCD	4.0%	
Routes	TRO	6.0%	
Seating	TSC	6.0%	
Tables and Collaborative Spaces	TTA	6.0%	
Tek Vue	TKV	6.0%	
Teknion Dossier	TDO	6.0%	
Teknion Wood Solutions	TWW	6.0%	
Telescope	TEL	6.0%	
upStage	TPL	6.0%	
Within	TWI	6.0%	
Zones	TZN	6.0%	

**Implementation**

Updated Project Matrix, 20/20, CET and Storyboard catalogs reflecting the new pricing will be available on or about the week of **November 17, 2025**. Prior to the release of the updated catalogs, new quotations should be prepared utilizing the current catalogs with a manual adjustment to prices to reflect the increases.

**Price protection will be offered as follows:**

1. Contractual customers will be protected in accordance with contract terms.
2. **Orders placed before** the November 24, 2025 effective date will be protected provided that the requested ship date for such orders is within Teknion’s then published lead times.

302 Fellowship Road  
Suite 110  
Mount Laurel, NJ  
08054 USA

Telephone 856.596.7608  
teknion.com

teknion

3. **Orders placed on or after** the November 24, 2025 effective date will be protected if they meet the following criteria:
  - a. The project to which the order relates is registered in writing with Teknion using the **November 24, 2025 Price Protection Registration Form\*** which must be completed via the link below:  
<https://forms.gle/BnG3EimBjySCs43E7>  
**\*Note that this form will be available beginning on October 20, 2025.**
  - b. The registration is received by Teknion on or before **November 5, 2025**.
  - c. The project is quoted on or before **September 24, 2025**.
  - d. A copy of the project quote from the dealership **must** accompany the registration form.
  - e. The actual purchase orders relating to the registration are received by Teknion on or before **December 31, 2025**; and
  - f. The actual ship date is on or before **February 27, 2026**.
  - g. Price protection requests, if approved, will be reflected in an updated Deal Sheet Notice or SQ Notice.
4. Pricing on all existing special products affected by the price increase will be held until **February 27, 2026** subject to the increase on or after **March 1, 2026**.
5. Orders placed under Teknion's Federal Supply Service (GSA) contract and all other Public Sector contracts will **not** at this time be subject to this price increase. As contract modifications are approved to incorporate this price increase into Teknion's Public Sector contracts, announcements regarding each contract will be communicated through a memo or through your Public Sector Regional Manager.  
**\*Note that this increase will apply to all Public Sector open market SQ's. A project specific Deal Sheet/SQ will be required to access previous list pricing for open market orders.**

**Other Considerations:**

1. To ensure proper pricing for protected contracts/customers as listed above, we strongly urge our dealers to keep a copy of the last Project Matrix, 202/20, CET and Storyboard pricing catalogs issued prior to the increase.
2. Standard SQs **cannot** be price protected; all price protection requests must be related to project/customer specific SQs.
3. **It is important to note that any new products, fabrics or finish options that become available on or after November 24, 2025 will NOT be available on price protected orders.**

Should you have any questions, please contact the Pre Order Team at [preorder@teknion.com](mailto:preorder@teknion.com) or Teknion Sales Representative directly.

Thank you for your continued support of the Teknion offering.