



US General Services Administration
Federal Supply Service
Authorized Federal Supply Schedule Price List



Contract #: GS-28F-018AA

71-1 Packaged Office Contract

Contract Period: February 13, 2018 - February 12, 2023

Contractor:

Staples Contract and Commercial, LLC
d.b.a. **Business Interiors by Staples**

DUNS Number: 942-603-358
Cage: # 07EH5
Federal Tax ID: 04-3390816

Address associated with contract: 45 CEDAR LN
ENGLEWOOD, NJ 07631 - 4802

Phone: 1-888-212-7219
Fax: 1-888-222-8618
Email: governmentteam@staples.com
Website: www.staples4government.com

Internal Contacts: Chad Paliotta
Government Compliance and Pricing Manager
Phone: 800-999-9077 x3356
Email – chad.paliotta@staples.com

Order Placement: staplesfedgovtbiddsk@staples.com
45 Cedar LN
Englewood, NJ 07631 - 4802

Contract Administration: Chad Paliotta
Government Compliance and Pricing Manager
Phone: 800-999-9077 x3356
Email – chad.paliotta@staples.com

BUSINESS SIZE: Other than small

Customer Information:

1. **Special Item Numbers:** 71-1 Packaged Office Contract
2. **Maximum Order:** \$5,000,000
3. **Minimum Order:** \$100.00
4. **Geographic Coverage:** Domestic United States (CONUS)
5. **Points of Production:**

The HON Company	Muscatine, IA; Cedartown, GA; Florence, AL; Orleans, IN
Affordable Interior Systems	Hudson, MA
The Gunlocke Company	Wayland, NY
Global Industries, Inc.	Marlton, NJ
Peter Pepper Products	Compton, CA; Grand Rapid, MI; Lithia Springs, GA; Falconer, NY; Reading, PA; and Toronto, Canada
National Office Furniture	Multiple Locations; Contact National Furniture Government Customer Service at 800-482-1213 for more information.
Allsteel	Muscatine, IA; Wayland, NY
Transwall Office Systems	West Chester, PA
FurnitureLab	Carrboro, Orange County, NC
NeutralPosture	Bryan, Brazos County, TX
SwiftSpace	Ontario, Canada
Workrite Ergonomics	Petaluma, Sonoma County, CA

6. GSA Discount From List:

The HON Company	GS-27F-0015S	http://www.hon.com/
Affordable Interior Systems	GS-29F-0006K	http://www.ais-inc.com/GSA/
The Gunlocke Company	GS-28F-0021Y	https://www.gunlockeadvantage.com/PC/Government/Pages/Government.aspx
Global Industries, Inc.	GS-03F-076GA	http://www.globalgovusa.com/
Peter Pepper Products	GS-28F-2062D	http://www.peterpepper.com/main/cgi-
	GS-28F-0017X	bin/ppbrowse.taf?_viewobj=mcp&_pgfocus=con-
	GS-07F-0323N	gsa&_pfocus=contracts

National Office Furniture	GS-27F-0034X	http://www.nationalofficefurniture.com/app/static/government.aspx
Allsteel	GS-28F-0001V	http://cms.allsteeloffice.com/pages/search.aspx?keywords=GSA
Transwall Office Systems	GS-28F-0029S	http://www.transwall.com/
FurnitureLab	GS-27F-0010N	http://furniturelab.com/
NeutralPosture	GS-27F-0014Y	http://neutralposture.com/
SwiftSpace	GS-27F-001AA	http://www.swiftspaceinc.com/
Workrite Ergonomics	GS-28F-0030S	http://workriteergo.com/

7. **Quantity Discounts:** Predicated on Suppliers contracts (see #6)
8. **Prompt Payment Terms:** Predicated on Suppliers contracts (see #6)
9. **Government Credit Card:** Accepted
10. **Foreign Items:** Predicated on Suppliers contracts (see #6)
11. **Time of Delivery:**
 - a. 60 – 90 days ARO, Predicated on Suppliers contracts (see #6)
 - b. Expedited Delivery: Predicated on Suppliers contracts (see #6)
 - c. Overnight & 2-Day Delivery: Predicated on Suppliers contracts (see #6)
12. **F.O.B. Points:** According to above listed Schedules (see #6)
13. **Ordering Address:** 45 CEDAR LN
ENGLEWOOD, NJ 07631-4802
14. **Payment Address:** Staples Business Advantage
Dept SNA
PO Box 415256
Boston, MA 02241-5256 *(or unless specified different)*
15. **Warranty:** According to above listed Schedules (see #6)
16. **Export Packaging Charges:** Not applicable
17. **Government Credit Cards Accepted:** Yes
18. **Terms & Conditions For Maintenance & Repair:** Contact Business Interiors by Staples.
19. **Services:**

- a. Installation: Installation services will be charged at a rate of not more than 15% of the net price of the purchase order for installation. Installation projects in excess of \$500 will be negotiated on a case-by-case basis.
- b. Staging: We accept a rate of 10% of the Net Purchase Price up to \$500 of the Net Purchase Order. Staging services requiring a service price in excess of \$500 will be negotiated on a case-by-case basis.
- c. Warehousing: We accept a rate of \$1.35 per square foot per month. Large and/or complicated projects or projects with special considerations will be negotiated on a case-by-case basis.
- d. Site Preparation: We accept a rate of 5% of the Net Purchase Order up to \$500 of the Net Purchase Order. Site preparation services requiring a service price in excess of \$500 will be negotiated on a case-by-case basis.
- e. Ancillary Services: We accept a rate of \$35.00 per hour for ancillary services to the Government up to service price of \$500. Ancillary services requiring a service price in excess of \$500 will be negotiated on a case-by-case basis.

20. Terms & Conditions For Repair Parts:

- a. Repair Parts: Contact Business Interiors by Staples.
- b. Other services: Design and layout services are predicated on Suppliers contract

21. Service & Distribution Points: Not applicable

22. List of Participating Dealers: Not applicable

23. Preventative Maintenance: Not applicable

24. Special Attributes:

- a. Environmental Attributes - According to above listed Schedules (see #6)
- b. Section 508 – Not Applicable

25. DUNS: 942603358

26. CCR/SAM Registration:

Federal Tax ID: 043390816

Cage: 07EH5