

# GSA AWARDED TERMS AND CONDITIONS



## General Services Administration Federal Supply Service Authorized Federal Supply Schedule Terms and Conditions

Online access to contract ordering information, terms and conditions, up to date pricing, and the option to create an electronic delivery order are available through GSA Advantage! The internet address for GSA Advantage is:

<https://www.gsaadvantage.gov>

Worldwide Federal Supply Schedule Contract for FSC

### **Schedule 078:**

**Sports, Promotional, Outdoor, Recreation, Trophies and Signs  
(Sports)**

**Contract Number: GS-03F-051GA**

Period Covered by Contract: **March 16, 2017 – March 15, 2022**

Contractor:

**Staples Contract and Commercial, Inc.**  
d.b.a. **Staples Promotional Products**

**Staples Promotional Products**  
**7500 W 110<sup>th</sup> St.**  
**Overland Park, KS 66210**  
**Phone: (913) 319-4517**  
**Fax: (913) 319-4940**

Informational Website: [www.Staples4Government.com](http://www.Staples4Government.com)

Ordering Website: <http://www.promoplace.com/gsa-premier-contracted-supplier/>

For more information on ordering from Federal Supply Schedules click on FSS Schedules button on <http://www.fss.gsa.gov>

Internal Contacts: **Chad Paliotta**  
**Government Compliance and Pricing Manager**  
**Phone: 800-999-9077 ext. 3356**  
**Email – [chad.paliotta@staples.com](mailto:chad.paliotta@staples.com)**

Contract Administration: **Chad Paliotta**  
**Government Compliance and Pricing Manager**  
**Phone: 800-999-9077 ext. 3356**  
**Email – [chad.paliotta@staples.com](mailto:chad.paliotta@staples.com)**

Business Size: **Other than small DUNS: 942603358**

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s)

**SIN 402 7:** Presentation and Promotional Products - Including Pens & Writing Implements, Rulers, Tape Measures, Magnets, Stress Indicators, Key Tags, Key Rings, Luggage Tags, Pocket Tools, Ice Scrapers, Mugs, Glassware, Plates and Bowls suitable for Engraving, Imprintable Planners, Portfolios, Calculators, Briefcases, Carrying Cases, Bags and Accessories, Imprintable Computer Accessories, including Mouse Pads and Wrist Rests

1b. Identification of the lowest priced model number and lowest price for that model each special item number awarded in the contract.

SIN	Price
402 7	\$0.48

1c. Hourly rates **N/A**

2. Maximum Order: **\$50,000.00**

3. Minimum Orders: **\$100.00**

4. Geographic coverage (delivery area)

**The 48 Contiguous States and the District of Columbia**

5. Point(s) of production (city, country and State or foreign country):

**Garyline – 1340 Viele Ave., Bronx, NY 10474-7134**

6. Discount from list prices or statement of net price:

The prices in the Staples catalog are the manufacturers' suggested list prices at the time of publication and are subject to change at any time. List prices do not reflect your exclusive Federal government discount. For your specific prices, please see your net pricing guide at [www.gsadvantage.gov](http://www.gsadvantage.gov), [www.StaplesAdvantage.com](http://www.StaplesAdvantage.com), <http://www.promoplace.com/gsa-premier-contracted-supplier/>

7. Quantity discounts:

**For quantity discount information contact Staples Customer Service 712-737-0714**

8. Prompt Payment Terms: **Net 30**

9. Notification that Government purchase cards are accepted at or below the micro-purchase threshold:

**Government purchase cards are accepted for all orders.**

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:

**Government purchase cards are accepted for all orders.**

10. Foreign items (list items by country of origin):

**Staples Promotional Products only offers items which are made in TAA compliant countries.**

11a. Time of delivery:

**5-25 Days After Receipt of Order (ARO)**

11b. Expedited delivery:

**Call Customer Service 712-737-0714**

12. F.O.B. point(s):

**FOB Origin**

13a. Ordering Address (es):

**Tanya Doss  
Phone: 712-737-0714  
Email: [tanya.doss@staples.com](mailto:tanya.doss@staples.com)**

13b Ordering procedures for supplies and services:

**Orders may be placed via:**

- 1. Staples Custom Ordering Web Site: <http://www.promoplace.com/gsa-premier-contracted-supplier/>**
- 2. Staples: [www.StaplesAdvantage.com](http://www.StaplesAdvantage.com)**
- 3. GSA Advantage!™: [www.gsaadvantage.gov](http://www.gsaadvantage.gov)**
- 4. Phone: 712-737-0714**
- 5. U.S. Postal:**  
**Staples Advantage**  
**Attn: Federal Government Sales**  
**45 Cedar Lane**  
**Englewood, NJ 07631**

For additional ordering information visit: [www.staples4government.com](http://www.staples4government.com)

14. Payment Address:

**Staples Promotional Products BIN# 150003  
PO Box 790322  
St. Louis, MO 63179-0322 USA**

15. Warranty Provision:

**Manufacturer's warranties covered by the product manufacturer.**

16. Export packing charges:

**Not applicable or as negotiated per standard commercial policies.**

17. Terms and conditions of Government Purchase card acceptance (any thresholds above the micro-purchase level):

**Government Purchase cards are accepted for all orders.**

18. Terms and conditions of rental, maintenance and repair (if applicable): **N/A**

19. Terms and conditions of installation (if applicable): **N/A**

20. Terms and conditions of repair parts including date of parts, price lists and any discounts from list prices (if applicable): **N/A**

20a. Terms and conditions for any other services (if applicable): **N/A**

21. List of service and distribution points: **Bronx, NY**

22. List of participating dealers (if applicable): **N/A**

23. Preventative Maintenance (if applicable): **N/A**

24a. Special attribute such as environmental attributes (e.g. recycled content, energy efficiency, and/or reduced pollutants): **N/A**

24b. If applicable, indicate the Section 508 compliance information available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other locations): **N/A**

25. Data Universal Number System (DUNS) number: **942603358**

26. SAM Registration: **Staples is actively registered at [www.sam.gov](http://www.sam.gov)  
Federal Tax ID: 043390816      Cage: 07EH5**