

## ORDERING INFORMATION

Federal Supply Service, Office Furniture,  
FSC Group 71, Part I  
Contract Number: GS-28F-0010M

### 1a Special Item Numbers (S.I.N):

<u>711-11</u>	Tables & Accessories
<u>711-17</u>	Multiple Seating
<u>711-18</u>	Multipurpose Seating
<u>711-19</u>	Stacking Chairs
<u>711-3</u>	Shelves, Racks & Accessories
<u>711-95</u>	Installation

### 1b Lowest Priced Model # for S.I.N:

<u>711-11</u>	55CAS	\$26.93
<u>711-17</u>	211	\$135.07
<u>711-18</u>	405	\$136.68
<u>711-19</u>	306-GB	\$11.74
<u>711-3</u>	S508620003-1	\$11.26
<u>711-95</u>	INSALLATION	\$100.00

### 2 Maximum Order:

SIN 711-11	\$400,000.00
SIN 711-17	\$400,000.00
SIN 711-18	\$400,000.00
SIN 711-19	\$400,000.00
SIN 711-3	\$400,000.00
SIN 711-95	\$400,000.00

### 3 Minimum Order:

\$100.00

### 4 Geographic Coverage:

Continental United States and the District of Columbia

### 5 Point of Production:

US – Holly Springs, NC or Phoenix, AZ

### 6 Prices shown are Government Net

### 7 Quantity Discounts:

2% off orders \$25,000 - \$100,000 net  
3% off orders \$100,000 - \$200,000 net

### 8 Prompt payment discount:

Net 30

### 9a Government Credit Card Accepted:

Below micro purchase threshold

### 9b Government Credit Card Accepted:

Above micro purchase threshold

### 10 Foreign Items:

None

### 11a Delivery Time:

21-28 days ARO

### 11b Quick Ship:

Call contractor for availability

### 11c Overnight and 2-Day Delivery Available:

Yes. Call contractor for rates.

### 11d Urgent Requirements:

Contact contractor

### 12 FOB Point:

Origin – NC or AZ

Freight Prepaid and Allowed

### 13a Ordering Address:

ATD-AMERICAN CO./OFM  
Attn: Government Sales  
135 Greenwood Avenue  
Wyncote, PA 19095  
Telephone 888-283-2378  
or 215-576-1003  
Fax 888-737-2378  
Email [govsales@atd.com](mailto:govsales@atd.com)

### 13b Ordering procedures for supplies and services:

The ordering procedures, information or Blanket Purchase Agreements (BPA's) and a BPA can be found at the GSA/FSS Schedule homepage ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules))

### 14 Payment Address:

ATD-AMERICAN CO.  
P.O. Box 8500S-2895  
Philadelphia, PA 19178-0001

### 15 Warranty:

OFM Standard Commercial Warranty

### 16 Export Packaging Charges:

N/A

### 17 Terms and Conditions of Government Commercial Credit Card:

Accepted for all purchases

### 18 Terms and Conditions for Rental, Maintenance and Repair:

N/A

### 19 Terms and Conditions of Installation:

Contact Contractor

### 20 Terms and Conditions of repair parts indicating date of parts price lists and any discounts from list price:

N/A

### 20a Terms and Conditions for any other services:

N/A

### 21 List of Distribution Points:

N/A

### 22 List of Participating Dealers:

Contact Contractor

### 23 Preventative Maintenance:

N/A

### 24a Environmental Attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: N/A

### 24b Section 508 Compliance: N/A

### 25 Date Universal Number System (DUNS) number:

#001992338

### 26 Central Contractor Registration (CCR) Number: 5A439

### Additional Notes

**Cancellations:** No cancellation charge prior to production. After production begins, the buyer is responsible for actual costs incurred that cannot be recovered through resale of the merchandise within a reasonable length of time (6 months).

**Returns:** Return of non-defective merchandise is allowed only with prior written authorization from ATD-AMERICAN CO. These returns will be assessed a 25% restocking charge. Only returns of new, unused merchandise will be considered. No return will be considered beyond 3 months after the original shipment. Any expense incurred to return products to re-saleable condition will be deducted from the refund.

**Inspection & Freight Claims:** It is the responsibility of the buyer to inspect all shipments upon receipt and note any visible damage on the bill of lading. Buyer must notify ATD-AMERICAN CO. within 10 days for all damage claims or the buyer will be responsible for filing the freight claim with the responsible carrier.

**Concealed Damage:** Claims for concealed damage must be reported to ATD-AMERICAN CO within 10 days of delivery and the original carton must be retained