

## ORDERING INFORMATION

**Federal Supply Service, Office Furniture, FSC Group 71, Part I**  
**Contract Numbers:**  
**GS-28F-0006S & GS-28F-0007S**

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

GS-28F-0006S

711-20 Lecterns, Communication Boards & Accessories

GS-28F-0007S

711-95 Installation

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

711-20 #2CS \$12.18

711-95 INSTALLATION \$100

**2 Maximum Order:**

SIN 711-20 \$100,000.00

SIN 711-95 \$100,000.00

**3 Minimum Order:**

\$100.00

**4 Geographic Coverage:**

Continental United States and the District of Columbia

**5 Point of Production:**

US – Clifton, NJ

**6 Prices shown are Government Net**

**7 Quantity Discounts:**

N/A

**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:**

15-30 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 – Clifton, NJ

Freight Prepaid and Add

**13a Ordering Address:**

ATD-AMERICAN CO./OKLAHOMA SOUND

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:**

Oklahoma Sound 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**

**Contractor Services:**

Installation is quoted on a job-by-job basis. Installation for orders under \$500.00 is 12% of the order with a \$100.00 minimum

**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