



State Term Contract

420A – Furniture, All Types

Division of Purchase & Contract

Bid Number	201400059
Contract Name	Furniture-All Types
Effective Dates	Aug. 1, 2015 to Dec. 31, 2016
Scope of Contract	<p>This Contract covers comprehensive, multiple manufacturer’s product lines for new, unused and in current production commercial and institutional quality furniture of all types to cover the State’s normal requirements in the categories listed below.</p> <p>NOTE: Per § 148-134. Preference for Division of Adult Correction of the Department of Public Safety products: All agencies shall give preference to Correction Enterprises when purchasing furniture. Furniture may be purchased from this contract only when it has been determined that Correction Enterprises cannot satisfy the requirement or item(s) will not be available when needed. Purchasing file should contain a waiver from Correction Enterprises stating that the item(s) cannot be supplied. https://www.correctionenterprises.com/products/</p> <p>CATEGORY 1-Casegoods (Desks, Credenzas, Conference Tables)</p> <ol style="list-style-type: none"> 1. Wood Office Desks and Casegoods (Fully Assembled) 2. Laminate Office Desks and Casegoods Desks (Modular Construction) <p>CATEGORY 2-Classroom Furniture</p> <ol style="list-style-type: none"> 3. Chairs, general Purpose, Metal, and Chair Desks, Classroom 4. Tables, Pupil, Metal 5. Desks, teacher's, Metal 6. Tables, General Purpose, Metal 7. Tables, Computer, Classroom 8. Furniture, Library, Wooden <p>CATEGORY 3-Bookcases</p> <ol style="list-style-type: none"> 9. Bookcase, Wood, Office <p>CATEGORY 4-Ergonomic Chairs</p> <ol style="list-style-type: none"> 10. Ergonomic Chairs <p>CATEGORY 5-Office Swivel and Side Chairs</p> <ol style="list-style-type: none"> 11. Wood, Office Side Chairs <p>CATEGORY 6-Computer Furniture</p> <ol style="list-style-type: none"> 12. Furniture, Computer <p>CATEGORY 7- Mobile and Folding Furniture</p> <ol style="list-style-type: none"> 13. Chairs, Metal Folding 14. Tables, Folding 15. Tables, Metal, Folding 16. Mobile Storage Equipment, Folding Chairs <p>CATEGORY 8-Upholstered Seating</p> <ol style="list-style-type: none"> 17. Lounge Seating, Upholstered (Matching Sofa, Loveseat, Chair Only) 18. Lounge Seating, Upholstered (Sectional and Ganged Seating Only) <p>CATEGORY 9-Commercial Dining Tables</p> <ol style="list-style-type: none"> 19. Chairs, Dining, Hospitality, General Purpose (Wood, Upholstered Type) 20. Chairs, Dining, Hospitality, General Purpose (Metal, Upholstered Type) 21. Tables, Dining 22. Occasional Tables

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Contract Does Not Cover:	
Manufacturer and Dealer Contact Information and Ordering Instructions	Orders may be placed with awarded manufacturers or dealers providing eligible products under an existing Quality Products List (QPL), meeting state specifications as outlined in the State’s solicitation document or as a qualified vendor under G.S. 143-57.1 (a)(1). Ordering instructions for NC E-Procurement users have been loaded to NC E-Procurement . A list of awarded manufacturers and authorized dealers, awarded categories, and percent discount off Manufacturer’s List Price can be found by selecting the following link: ‘Contact and Pricing’ . Users should check this link prior to placing orders as it may be updated frequently.
Contract Type	<p>This is a mandatory state term contract for state agencies, departments, institutions, universities and community colleges - unless exempted by North Carolina General Statute. Additionally, non-mandatory entities, including schools and local governments, which are allowed by general statute, may use this contract.</p> <p>Furniture products not within the scope of this or other State term contracts may be purchased from other vendors in accordance with 01 NCAC 05B.1105 and 01 NCAC 05B.0301</p> <p>Additionally, non-mandatory entities, including schools and local governments, that are allowed by general statute may use this contract.</p>
Minimum Order	The minimum order that shall qualify for prepaid FOB transportation is \$250.00 for a single order. Orders less than the minimum order amount will be shipped prepaid and actual transportation charges may be added to the invoice as a separate line item. Vendor shall provide an estimated shipping amount to the Buyer upon request.
Delivery Information	<p>Standard Delivery shall be made to the location specified by the Buyer in the Purchase Order and ready for use. Inside means any location within a State user's occupied building. Ready for use means product is unpacked, assembled, inspected and free of patent defects or damage. Vendor must anticipate and make necessary arrangements for access to the delivery location considering presence and availability of elevators, steps, parking and hours of operation.</p> <p>Vendor shall be responsible for the removal and disposal of all packaging materials, and any other debris resulting from the standard delivery of goods, from the Buyer’s location.</p> <p>The Buyer may request a quote for an additional discount from the contract price when delivery other than the standard delivery requirements stated above may be required or desired.</p>
Installation and Set-Up	<p>Installation of items requiring custom or complex fitting or assembly efforts due to the nature of the item (such as an executive desk with attached return and credenza, or a library shelving system) may be billed under the following conditions: the amount of the installation charge is identified in Vendor’s catalogue in conjunction with the relevant item, the Buyer is provided an option to affirmatively accept or decline installation services at the time of ordering, and any approved charge is listed as a separate line item on the purchase order and invoice.</p> <p>Acceptance and approval of charges for installation of such items shall be at the sole discretion of the Buyer. Any resulting damages to the item or to other State property during the installation by the Vendor shall be repaired at the Vendor's sole expense. General set-up activities needed to make an item ready for use (such as insertion of adjustable shelves into a bookcase or placing a desk chair onto its pedestal) shall not be considered installation and shall be included in the contract price.</p>

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Returns and Restocking Fee

Vendor shall accept merchandise returns from Buyers for a period of thirty (30) business days after delivery. Vendor shall provide full credit or full refund to Buyers, whichever a Buyer requests, within thirty (30) business days on all returns of an ordered item that returns of an ordered product that (1) is a stock item in original packaging and in re-sellable conditions; (2) is not a specialty or customized item; (3) is defective or damaged; (4) is a return of an incorrect product shipped; (5) results from a Vendor order entry error; or (6) is non-conforming due to any other cause reasonably assumed to be the fault of the Vendor.

Vendor may charge a restocking fee of up to one-third of the purchase price of the returned item in the case of returns of undamaged, conforming goods outside the thirty-day period and for returns of custom-made items. A custom-made item that must be specially manufactured for a specific order due to Buyer’s choices of non-standard dimensions, fabric, choice of wood or stain, and the like. An otherwise standard item is not considered custom-made simply because it is manufactured to fulfill a Buyer’s order.

Loaded in to E-Procurement

No, Each awarded vendor will provide ordering instructions on how to place orders under the contract, and will provide catalogs and product literature upon request to assist in selecting the type of furniture needed.

E-Procurement Help Desk

888-211-7440

Contract Administrator

[Bahaa Jizi](#) or 919-807-4520

Contract Addenda