

GENERAL SERVICES ADMINISTRATION  
FEDERAL SUPPLY AND SERVICE

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

On Line access to contract ordering information, terms and conditions, up-to-date pricing, the option to create an Electronic delivery order are available through GSA Advantage!™, a menu-driven data base system  
The INTERNET address for GSA Advantage! Is: <http://www.fss.gsa.gov>

Office Products / Supplies and Services

FSC Class 7510; FSC Group 75, Part II, Section A

SIN 75-200 OFFICE SUPPLIES

**CONTRACT NUMBER: GS-02F-0066N**

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at [fss.gsa.gov](http://fss.gsa.gov)

**Contractor: MDM Office Systems / Standard Office Supply**

35 Sheridan Street, NW, Washington, DC 20011

[www.standardofficesupply.com](http://www.standardofficesupply.com)

Phone: (202) 829-4820 Fax: (202) 722-5967 Toll Free: (888) 829-4820

Expiration date: March 18, 2018

Business Size = SBA Certified Small Disadvantaged Business, Woman Owned Business

INFORMATION FOR ORDERING ACTIVITIES

Revised 03/19/2013

1. AWARDED SPECIAL ITEM NUMBERS 75-200,
2. MAXIMUM ORDER: \$150,000 USD
3. MINIMUM ORDER LIMITATION: \$100 USD
4. GEOGRAPHIC COVERAGE: F.O.B. destination in 48 contiguous states. Alaska, Hawaii, Puerto Rico, and overseas are FOB in land carrier, point of exportation.
5. POINTS OF PRODUCTION: Washington, DC
6. DISCOUNT FROM MSRP LIST:  
All prices herein are net
7. QUANTITY DISCOUNTS:  
Additional 3.5 % discount on orders over \$25,000
8. PROMPT PAYMENT TERMS:  
3% / 15 days, Net 30 Days, not applicable to credit card transactions
9. (A) GOVERNMENT CREDIT CARD ACCEPTED:  
All government credit cards are accepted below and above the micro purchase threshold
10. FOREIGN ITEMS: None
11. DELIVERY TIME:  
2 Days ARO  
Items available for expedited delivery as noted in this price list  
(B) EXPEDITED: Fed Ex or UPS available, Additional Cost Apply  
(C) Overnight Available.
12. F.O.B. POINTS: F.O.B. destination for 48 contiguous states. Alaska, Hawaii, Puerto Rico, and FOB inland carrier, point of exportation.
13. ORDERING ADDRESS:  
Standard Office Supply  
35 Sheridan Street, NW  
Washington, DC 20011  
EMAIL: [gsa@standardofficesupply.com](mailto:gsa@standardofficesupply.com)  
E-Commerce: [www.StandardOfficeSupply.com](http://www.StandardOfficeSupply.com)
- 13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules)).
14. PAYMENT ADDRESS:  
Standard Office Supply  
35 Sheridan Street, NW  
Washington, DC 20011  
Email: [miltonmorris@mdmstandard.com](mailto:miltonmorris@mdmstandard.com)  
E-Commerce: [www.standardofficesupply.com](http://www.standardofficesupply.com)  
Phone: (202) 829-4820 Fax (202) 722-5967
15. WARRANTY PROVISION: 100% Guarantee
16. NO EXPORT PACKING CHARGES
17. TERMS OF GOVERNMENT CREDIT CARD:  
Credit card acceptable or 30 Days Net with P.O.
18. LIST OF DISTRIBUTION PTS: Washington, DC
19. LIST OF PARTICIPATING DEALERS: None
20. YEAR 2000 COMPLIANT
21. ENVIRONMENTAL ATTRIBUTES: We supply recycled paper products & remanufactured toners to save money and the environment
22. DUNS NUMBER: 052108776
23. Notification Registration in CCR