OFFICE SUPPLIES & RESTROOM SUPPLIES

General Services Administration
Federal Acquisition Service
Multiple Award Schedule “Price List”

Complete Packaging & Shipping Supplies, Inc. is offering the government under this FSS the most advantageous discount pricing structure offered to any commercial customers for single item purchasing.

Online access to contact ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu driven database system. The INTERNET address is GSA Advantage! is www.GSAadvantage.gov

SCHEDULE TITLE: Multiple Award Schedule

FSC GROUP: 75, Part N/A, Section N/A

FSC CLASSES/PRODUCT CODES: 75 200, 75 85

CONTRACT NUMBER: GS-02F-0088V

CURRENT MODIFICATION: PS-0281 (effective: Aug 25, 2022)

CONTRACT PERIOD: April 2, 2019- April 1, 2024

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at www.fss.gsa.gov

CONTRACTOR:

Complete Packaging & Shipping Supplies, Inc.
1200 Shames Drive, Unit A
Westbury, NY 11590
Phone: 516-546-2100
Fax: 516-546-0717
E Mail: sales@completepackage.com
Website: www.completesupplyusa.com

CONTRACTOR’S ADMINISTRATION SOURCE: Mitchell Mankosa – E-mail: sales@completepackage.com
BUSINESS SIZE: Small Business
CUSTOMER INFORMATION:

1. **TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs)**

<table>
<thead>
<tr>
<th>SIN</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>339940</td>
<td>OFFICE PRODUCTS - all office products, such as pens, paper, binders, external hard drives, toner cartridges, etc.</td>
</tr>
<tr>
<td>322291</td>
<td>RESTROOM PRODUCTS - This includes, but is not limited to, items such as: Dispensers for Roll Toilet Tissue, Toilet Tissue, Paper Towels, Dispensers for Paper Towels, toilet seat covers, facial tissues, and soaps for restroom dispensers.</td>
</tr>
<tr>
<td>OLM</td>
<td>ORDER-LEVEL MATERIAL (OLMs)</td>
</tr>
</tbody>
</table>

2. **Maximum Order:** $250,000

3. **Minimum Order:** $100.00

4. **Geographic Coverage:** Domestic Delivery Only (All 48 contiguous states, Washington DC & US Territories).

5. **Points of Production:** Westbury, NY USA

6. **Basic Discount:** 5.16% to 80.57%

7. **Qty/Volume Discount:**
   - **Additional** 1% for orders over $5,000
   - **Additional** 2% for orders $10,000
   - **Additional** 3% for orders $15,000
   - **Additional** 4% for orders $20,000
   - **Additional** 5% for orders $25,000.

8. **Prompt Payment Terms:** 1% 10, net 30 days

9. **Government Purchase Card Accepted:** Yes

10. **Foreign Item:** Austria, Belgium, Canada, Switzerland, Germany, Czech Republic, France, Great Britain, Greece, Hong Kong, Hungary, Ireland, Israel, Italy, Japan, Republic of Korea, Mexico, Netherlands, Norway, Poland, Portugal, Romania, Sweden, Singapore, Taiwan.

11a. **Time of Delivery:** 5 Days ARO

11b. **Expedited Delivery:** 2 Days ARO. Extra shipping costs may apply.

11c. **Overnight Delivery:** Agencies can contact contractor’s representative to possible affect a faster delivery.

12. **FOB Destination:** Continental U.S.
13. **Ordering Address:**

Complete Packaging & Shipping Supplies, Inc.
1200 Shames Drive, Unit A
Westbury, NY 11590

14. **Payment Address:**

Complete Packaging & Shipping Supplies, Inc.
1200 Shames Drive, Unit A
Westbury, NY 11590

15. **Warranty:** Standard Commercial Warranty

16. **Export Packaging Charges:** N/A

17. **Terms and Conditions of Government Purchase Card acceptance:** None

18. **Terms and conditions of rental, maintenance and repair:** N/A

19. **Terms and conditions of installation:** N/A

20. **Terms and conditions of repair parts indicating date of parts lists and any discounts from list prices:** N/A

20a. **Terms of conditions for any other services:** N/A

21. **List of Service and Distributing Points:** N/A

22. **List of Participating Dealers:** N/A

23. **Preventive Maintenance:** N/A

24. **Environmental Attributes, (e.g., recycled content, energy efficiency, and or reduced pollutants):** see product info. for recycle content

25. **SAM UEI:** HJL2FG2PWM26

26. **CCR Registered [Cage Code: 1URK6]**
Complete Packaging & Shipping Supplies, Inc Return & Restocking Policy

**Return Policy**
All products, except for custom made products, can be returned within 30 days of shipment.

All returns must be in the original manufacturers packaging, unopened and unused.

All returns are subject to inbound and outbound freight charges and a maximum restocking fee of 10%, if due to a customer ordering error.

All returns require a return authorization number in advance of being shipped back. Please call customer service at (516) 546-2100 to receive an RA number.

Any products received that are damaged or defective are subject to the manufacturers supported warranty replacement procedures.

Damaged items must be claimed within 30 days of shipment and will require a shipping investigation prior to replacement.

Defective items will be replaced in accordance with the product manufacturers warranty and guidelines.

A standard commercial warranty is included with the product.

Empty toner cartridges can be returned to us prepaid. Customers just need to call us to arrange return.

**Warranty**
Standard commercial warranty – 30 days