

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, and the option to create an electronic delivery order are available through GSA *Advantage!*, a menu-driven database system. The INTERNET address GSA *Advantage!* is: [www.GSAAdvantage.gov](http://www.GSAAdvantage.gov).

Office Solutions: Supplies & Services

FSC Group 75

FSC Class – 7510

Contract Number – GS-02F-0132S

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

Contract Period – 4/13/2016 thru 4/12/2021

Contractor: Premier & Companies, Inc.

460 West 34<sup>th</sup> Street, 5<sup>th</sup> Floor, New York, New York 10001

Telephone: 866-412-2GSA (2472) Fax: 212-947-1140

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

General Email: [government@premierandco.com](mailto:government@premierandco.com)

Small Business

INFORMATION FOR ORDERING ACTIVITIES:

1. Awarded Special Item Number:

SIN	Description
75-200	Office Products
75-85	New Products

2. Maximum Order: \$150,000.00 USD

3. Minimum Order: \$100.00 USD

4. Geographic Coverage: 48 Contiguous States and the District of Columbia, Alaska, Hawaii, Puerto Rico and International

5. Points of Production: Various

6. Prices herein are net

7. Quantity Discounts: See additional Terms and Conditions below.

8. Prompt Payment Terms: Net 30

9. Government purchase cards are accepted below and above the micro-purchase threshold.

10. Foreign Item: N/A

11. Delivery Time: Within 2 – 30 days shipped ARO. Overnight and 2<sup>nd</sup> day delivery is available

12. FOB Points: The 48 Contiguous States & The District of Columbia are FOB Destination. Alaska, Hawaii, Puerto Rico and Overseas are FOB. inland carrier point of exportation.

13. Ordering Address:

460 West 34<sup>th</sup> Street, 5<sup>th</sup> Floor

New York, New York 10001

TAX ID # 13-3750244

14. Payment Address:

460 West 34<sup>th</sup> Street, 5<sup>th</sup> Floor

New York, New York 10001

15. Warranty Provisions:

Product will be covered under the Manufacturer's Standard Warranty. After 30 Days customer must contact Manufacturer for all Warranty concerns or issues.

See Return Policy information below.

16. Export Packaging: Handled per request

17. Terms and conditions of Gov't Credit Cards: Accept any above micro-purchase threshold.

18. Printer parts that describe a core return required:

It is the responsibility of the buyer to return the core to us within 15 days of purchase.

19. Remanufactured cartridges and printer parts are less expensive and environmentally beneficial.

20. DUNS #: 78-414-1384

21. Central Contractor Registration:

CAGE/NCAGE Code: 3Z0C0

**Quantity Discounts:**

\$5000 - \$10000 - 0.05%	\$30001 - \$40000 - 3.0%
\$10001 - \$20000 - 1.0%	\$40001 - \$50000 - 4.0%
\$20001 - \$30000 - 2.0%	\$50001 - \$999999 - 5.0%

**FOB Points:**

The 48 Contiguous States & the District of Columbia – FOB Destination  
Alaska, Hawaii, Puerto Rico, Guam and Overseas are FOB inland carrier point of exportation – FOB Destination  
International Delivery, Alaska, Hawaii, Guam and Puerto Rico – FOB Origin (Call for Freight Quote)

**Return Policy:**

Customer's must obtain a return authorization number. No product will be accepted without prior authorization.

Damaged Product - Damage claims must be reported within 7 days of signed acceptance of product. We will require a detailed description of damages and/or defects to goods. Damaged merchandise will be picked up and replaced at no expense to customer.

Defective Product – Direct return available up to 30 days after signed date of delivery. After 30 days customer must contact Manufacturer direct per Manufacturer's standard commercial warranty.

Customer Error – Direct return available up to 30 days after signed date of delivery. A 15% Restocking Fee will be applied to all customer error returns. Customer will be responsible for return of merchandise to Premier's facility of choice.

Contractor Error - Direct return available up to 30 days after signed date of delivery with a full refund. Contractor will provide pickup / call tag information and cover all returns freight costs.

All products must be in their original contents and unopened. Any merchandise received opened and/or used may be returned to sender and we will be unable to post credit to client account. We are unable to honor return requests on perishable goods such as food and beverages.

Packages should be inspected immediately upon receipt. Return Policy is effective from date merchandise is delivered and signed for. It is imperative to check merchandise at point of signed acceptance.

Once merchandise has been received back at shipping facility it must go through Inspections. Finalization of credit may take approximately 5-7 business days after receipt of goods into facility.

**Shortage/Warehouse Mispicks of Merchandise:**

Shortages and Warehouse Mispicks on orders must be reported within 7 days of signed acceptance and delivery. Shortage claim will be filed with shipping facility and merchandise will be processed for reshipment at no excess fees to client.

**Cancellation Policy:**

Cancelation Requests must be made within 48 hours of order placement.  
Large orders that meet production requirements canceled after 48 hours might not be able to be canceled.  
After 48 hours we reserve the right to deny any cancelation requests.

**Adjustment of Delivery Address or Refusal of Deliveries:**

Orders requiring adjustment of delivery address after merchandise has shipped will be assessed a 15% Re-Consignment Fee. Orders refused at delivery, due to customer error or receiving departments error, will be assessed a 15% restocking fee and customer will be responsible for 15% redelivery fee if reshipment is required.

Orders refused at delivery, due to damage, must be noted with Delivery Company and will be redelivered at no expense to customer.

Orders unable to be delivered, due to Facility Closures or Incorrect Addresses provided by customer will be assessed a 15% Restocking Fee and customer will be responsible for 15% redelivery fee if reshipment is required.