



Andrews Office Supplies  
P.O. Box 1128  
North Riverside, IL 60546-9998

## **GENERAL SERVICES ADMINISTRATION**

**Federal Supply Service**

**Authorized Federal Supply Schedule Price List**

Office Products/Supplies and Services and New Product Technology

**Visit GSA Advantage for updated pricing, terms & conditions, order placement information**

<http://www.gsaadvantage.gov>

**FSC Group: Schedule 75**

**FSC Class / Product Code and / or Service Codes:**

7510

**Contract Number:**

GS-02F-0172V

**Contract Period:**

8/19/2009 thru 8/18/2014

**Contract Administration Source:**

Andrews Office Supplies, Inc.

P.O. Box 1128

North Riverside, IL 60546-9998

Ph# 888.788-8520

Fax# 708.788-8804

[andy@andrewsofficesupplies.com](mailto:andy@andrewsofficesupplies.com)

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

**Business Size:**

Small business

**SIC Codes**

5112 – Office Supplies

**DUNS**

828630280

**Federal ID#**

26-2204397

**Cage Code**

59NP2



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- 1a. Awarded Special Item Numbers (SIN):  
SIN 75-200 - Office products  
See Schedule GS-02F-0172V at [www.gsaadvantage.com](http://www.gsaadvantage.com)
- 1b. Lowest priced models per SIN: price range vary per item, please refer to Schedule GS-02F-0172V at [www.gsaadvantage.com](http://www.gsaadvantage.com)
- 1c. Hourly rate: N/A
2. Maximum order: \$150,000
3. Minimum order: \$100
4. Geographic coverage: 48 contiguous states and the District of Columbia (DC)
5. Point(s) of production (city, county, and State or foreign country)  
Milwaukee, Wi  
Detroit, Mi
6. Discount of list prices or statement of net price: See schedule GS-02F-0172V at [www.gsaadvantage.com](http://www.gsaadvantage.com) for the updated price list
7. Quantity discounts: (pertains to envelope orders)  
15,000 – 24,999: 1%  
25,000 – 49,999: 2%  
50,000 – 99,999: 3%  
100,000 – 199,999: 4%  
200,000 – and above: 5%
8. Prompt payment terms: Net 30 days
- 9a. Andrews Office Supplies accepts Government purchase cards below the micro-purchase threshold.
- 9b. Andrews Office Supplies accepts Government purchase cards above the micro-purchase threshold.
10. Andrews Office Supplies does not offer foreign items
- 11a. Delivery terms: Standard delivery is 20 days ARO.



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- 11b. Expedited delivery: Items available for expedited delivery are noted in this price list
- 11c. Overnight & 2-day delivery: this service is available for office products
- 11d. Urgent requirements: Contact customer service at 888.788-8520
- 12. FOB destination: 48 contiguous states and the District of Columbia (DC)
- 13a. Ordering address:
  - Andrews Office Supplies
  - P.O. Box 1128
  - North Riverside, IL 60546-9998
- 13b. For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA'S) are found in Federal Acquisition Regulation (FAR) 8.405-3
- 14. Payment address:
  - Andrews Office Supplies
  - P.O. Box 1128
  - North Riverside, IL 60546-9998
- 15. Warranty provisions: Andrews Office Supplies honors all manufacturer warranties and will assist end-users in processing claims as needed
- 16. Export packing charges: N/A – Andrews Office Supplies does not export our products
- 17. Andrews Office Supplies accepts Government purchase cards
- 18. Terms & conditions of rental, maintenance, and repair: N/A
- 19. Terms & conditions of installation: Any installation that may be necessary would be quoted to agency at time of purchase order placement.
- 20. Terms & conditions or repair parts: N/A
- 20a. Terms & conditions of any other services: N/A
- 21. Service distribution points: N/A
- 22. Participating dealers: N/A



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23. Preventive maintenance: N/A

24a. Special attributes such as environmental: Andrews Office Supplies is in compliance and offers paper products that are produced with recycled material and vary per item

24b. Section 508 compliance information: N/A

25. DUNS#: 828630280

26. CCR database: Cage code: 59NP2 – woman owned small business, registration valid until 8/17/2010