



Schedule 75 (GS-02F-0221R)

Terms & Conditions

Contract Award Dates;

August 14th, 2010 through August 13th, 2015

Contact: Liberty Office Products, Inc.
8744 Westpark Drive
Houston, TX, 77063
Telephone: 800-460-8900 Fax: 800-460-8999
www.LibertyOffice.com
Email: cleblanc@libertyoffice.com

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s)

<u>SIN</u>	<u>DESCRIPTION</u>
75-200	Office Products

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.

<u>SIN</u>	<u>DESCRIPTION</u>
75-200	Office Products

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item.

N/A

2. Maximum order:

<u>SIN</u>	<u>MAXIMUM Order</u>
75-200	\$150,000 USD

3. Minimum order:

<u>SIN</u>	<u>MINIMUM Order</u>
75-200	\$100.00 USD

4. Geographic coverage (delivery area):

The 48 Contiguous States and the District of Colombia.

5. Point(s) of production (city, county, and State or foreign country).

Various

6. Discount from list prices or statement of net price.

Prices herein are net

7. Quantity discounts.

None offered. Please contact us for consideration.

8. Prompt payment terms.

Net 30 days.

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

10. Foreign items (list items by country of origin).

N/A

11a. Time of delivery.

Within 3 - 7 days ARO. Overnight and 2nd day delivery is available.

11b. Expedited Delivery. The Contractor will insert the sentence "Items available for expedited delivery are noted in this price list." under this heading. The Contractor may use a symbol of its choosing to highlight items in its price lists that have expedited delivery.

Please contact contractor for support on expedited delivery.

11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery is available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery.

The Government Customer may contact Liberty Office Products for overnight and 2 day shipping rates.

11d. Urgent Requirements. The Contractor will note in its price list the "Urgent Requirements" clause of its contract and advise agencies that they can also contact the Contractor's representative to affect a faster delivery.

The Government Customer may contact Liberty Office Products for urgent requirements.

12. F.O.B. point(s):

The 48 Contiguous States & The District of Columbia are FOB Destination.

13a. Ordering address (es):

Liberty Data Products, Inc.
DBA: Liberty Office Products
PO Box 630729
Houston, TX 77263-0729
TAX ID # 76-0190901
CAGE CODE: 31TZ1
DUNS: 148500580

13b. Ordering procedures: 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(es).

Liberty Data Products, Inc.
PO Box 630729
Houston, TX 77263-0729

15. Warranty provision:

All products carried by Liberty Office Products are subject to warranties covered by the product manufacturer. Customer must obtain a return authorization number. No product will be accepted without prior authorization. You may return items in their original packaging within 30 days for a full refund. Beyond 30 days, manufacturer's warranty takes effect.

16. Export packing charges:

Export packaging charges will be handled per request.

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level).

Contractor accepts any orders 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. Terms and conditions of installation (if applicable).

N/A

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable).

N/A

20a. Terms and conditions for any other services (if applicable).

N/A

21. List of service and distribution points (if applicable).

N/A

22. List of participating dealers (if applicable).

None

23. Preventive maintenance (if applicable).

N/A

24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants).

N/A

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at: www.Section508.gov/.

N/A

25. Data Universal Number System (DUNS) number.

DUNS #: 148500580

26. Notification regarding registration in Central Contractor Registration (CCR) database.

Cage Code: 31TZ1