

1. Table of awarded SIN's:
 711-1, 711-2, 711-3, 711-8, 711-9, 711-11, 711-16, 711-18, 711-19,
 711-94, 711-95, 71-310, 71-395, 711-91, 71-1 (Package Office)
2. Maximum Order: For systems, casegoods, and storage \$500,000 net and for seating \$200,000 net.
3. Minimum Order: \$100.00.
4. Geographic Coverage: 48 contiguous United States and Washington D.C, Hawaii, Alaska
5. Production Facilities: Canada.
6. Discount Statement: Base discounts are off LIST price.

Product Line	Discount	Product Line	Discount
T/O/S	71.87%	Expansion Casegoods	67.00%
Transit	71.87%	Filing & Storage	77.50%
Leverage	77.50%	Seating	63.00%
Ability	71.87%	Boulevard Systems	69.08%
Complements	71.87%	Teknion Wood	62.00%
Expansion Wood	60.60%	Altos	70.00%
District	71.87%	Teknion Tables	65.34%
Expansion Desking	67.00%	Modular Cabinets	65.34%
Thesis	71.87%	Interpret	71.87%
Journal	62.00%		

7. Discount Structure and Limitations for Xpress (Quick Ship) Program:

Product Line	Discount	Notes
Xpress Leverage	77.50%	Cannot exceed \$200,000 list (\$56,250 net)
Xpress Seating	63.00%	Cannot exceed 50 chairs
Xpress Filing and Storage	77.50%	Cannot exceed 50 filing and storage cabinets
Xpress Expansion Casegoods, Meeting and Training Tables	67.00%	Cannot exceed \$25,000 list (\$8,665 net)
Xpress Expansion Desking	67.00%	Cannot exceed \$50,000 list (\$17,330 net)
Xpress Complements	71.87%	Cannot exceed 50 pieces

8. Prompt Payment Terms: Net 30 days.
9. Government Credit Card: Accepted for all orders.
10. Foreign Items: These products are made in Canada (NAFTA).
- 11a. Delivery Terms: 30-90 Days ARO.
- 11b. Expedited Delivery:

Product Line	Delivery Time
Xpress Leverage	10 business days ARO
Xpress Seating	5 business days ARO
Xpress Filing and Storage	10 business days ARO
Xpress Expansion Casegoods, Meeting and Training Tables	5 business days ARO
Xpress Expansion Desking	5 business days ARO
Xpress Complements	10 business days ARO

- 11c. Overnight Delivery: Not available.
- 11d. Urgent Requirements: Must be submitted to contractor in writing.
12. FOB Destination: Within the continental United States.

13. Ordering Address:
Teknion LLC
350 Fellowship Road, Suite 100
Mt. Laurel, NJ 08054
Phone: 877.TEKNION Fax: 856.596.1734
Email: gsaoe@teknion.com Web: www.teknion.com
14. Payment Address:
Teknion LLC
P.O. Box 8538-143
Philadelphia, PA 19171
15. Warranty: Manufacturer's Limited Lifetime Warranty.
16. Export Packing Charge: Contact contractor.
17. Terms and Conditions of Government Purchase Card: No thresholds.
18. Terms and Conditions of Rental, Maintenance and Repair: Not applicable.
19. Terms and Conditions of Installation (SIN 711-95):
Maximum Order Amount: \$150,000.
Installation Price: 15% - 32% of the discounted net price to the customer (inclusive of the IFF)
Installation services over \$150,000 will be quoted on a project by project basis.

The installation price set forth above is based upon the following terms and conditions

- Services include inside delivery, uncrating, assembly, and installation of furniture, removal of all debris from premises to customer provided receptacle, installation documents and the bill of materials per the customer's approved plan and specifications.
- The immediate installation area will be complete and free of debris including the carpet/flooring before installation commences. Service work will not be hindered by other trades.
- Installation will be performed during normal weekday hours, defined as 7:00 am to 5:00 pm local time Monday through Friday, excluding weekends and holidays.
- Electric, heat and adequate elevator service will be furnished by the customer at no charge.
- Adequate facilities for delivery, unloading, moving and staging/storing the product during the installation process will be provided by the customer.
- Any work requiring the installation of data/telecommunications or a licensed electrician will be the responsibility of the customer.

The following circumstances, if applicable, may impact the overall installation price:

- Union labor requirements, overtime, after hours and holiday schedules.
- Restricted access to building, elevator, loading dock, walk up, or other abnormal working conditions including restrictions or limits established by local laws, ordinances or the direction of the buyer, including but not limited to restriction on transportation of materials and street access to the jobsite and security restrictions and requirements.
- Installations outside of a 50 mile radius of the servicing dealer.

Any additional charges will be quoted and approved by the customer prior to performance of the work.

Installation of the following is not subject to the new installation pricing and terms and conditions and such pricing and terms and conditions will be determined on a project by project basis:

- Facilities located outside of the Continental United States.
- Demountable partition orders.

Design Services (SIN 711-94): \$59.85 per hour

Project Management Services (SIN 711-91): \$59.40 per hour

20. Terms and Conditions of Repair Parts: Specified on a quote-by-quote basis.
Terms and Conditions for Any Other Services: RESTOCKING CHARGE: Manufacturer's policy: No returns of goods will be accepted without written consent and shipping instructions to Teknion. A minimum restocking charge of 30% is made on all authorized returns, for credit or refund, provided Teknion receives goods in the conditions in which they left the factory. No credit will be given if goods cannot be reused. Special order items are in no event subject to return. CANCELLATION CHARGE: For orders under the maximum order: No cost prior to production. The manufacturer's just in time manufacturing method requires the manufacturer to complete the manufacturing of items once production has begun. After production has begun (5 days ARO) only actual cost incurred will be billed to the customer if merchandise cannot be resold within a reasonable period of time (30 days). Those costs may include, without limitation, storage charges, manufacturer charge backs for restocking and similar charges, and costs associated with selling or attempting to sell the products to a third party. If merchandise is resold to a third party, the Customer is responsible for the difference, if any, between the purchase price by Teknion LLC and the sell price to the third party.
21. List of Service and Distribution Points: Not available.
22. List of Participating Dealers: See Teknion website.
23. Preventive Maintenance: Not applicable.
24. Environmental Attributes: Published environmental statements available upon request.
25. Data Universal Number System (DUNS): 194760385
26. Notification Regarding Registration in SAM Database: Registered.
27. Contract Period: January 28, 2003 – March 8, 2019
28. Tax ID#: 22-3785040
29. CAGE Code #: 0DVY8