



**MODERN BUSINESS**



**Modern Business Equipment, Inc.**  
**d/b/a/ Modern Business Systems**  
**1445 Greene Street, Augusta, GA 30901**  
**706-724-8700      800-762-4163**  
**706-724-4654 (fax)**

[www.mbsaugusta.com](http://www.mbsaugusta.com)  
[bpitts@mbsaugusta.com](mailto:bpitts@mbsaugusta.com) (email)

**Cage Code: 1S3P6**  
**Duns #: 033581885**  
**EIN #: 58-0834834**

**Certified Small Business**

**Packaged Office Contract**  
**GS-28F-0038U**  
**FSC Group 71 Furniture**  
**Contract Period: Aug. 6, 2008 – Aug. 5, 2018**  
**Awarded Special Item Number (SIN): SIN 71-1**

PRODUCTS:

- Systems Furniture – Workstations
- Wood and Laminate Casegoods
- Executive, Task, Conference and Specialty Seating
- Reception and Lounge Furniture
- Rotary Power Filing Systems
- Movable Shelving Filing Systems
- Ergonomic Millwork for Mailrooms and Work Centers
- Armory & other Custom Movable Storage Systems
- Ergonomic Keyboard Trays and Accessories
- Conference Rooms and Executive Offices
- Training Furniture
- Cafeteria Tables and Seating
- Floor Covering and Artwork
- Records and Storage Shelving

SERVICES:

- Space Planning and Design Service
- Installation Services
- Staging
- Warehousing
- Site Preparation
- Ancillary Services

CONTACT INFORMATION:

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**Information for Ordering Activities  
GS-28F-0038U  
Terms and Conditions**

1. **Awarded Special Item Numbers:** SIN 71-1, Packaged Office and Package Conference Rooms
2. **Maximum Order:** \$5,000,000 (See Manufacturer's GSA Schedules)
3. **Minimum Order:** See Manufacturer's GSA Schedules
4. **Geographic Coverage:** 48 contiguous States and the District of Columbia
5. **Point(s) of Production:** Augusta, Georgia
6. **Discounts:** Manufacturers' GSA Discounts
7. **Quantity Discounts:** See Manufacturers' GSA Schedules
8. **Prompt Payment Terms:** Net 30 Days
9. **Government Purchase Cards:** Accepted
10. **Foreign Items:** See Manufacturers' GSA Schedules
11. **a. Time of Delivery:** 10 Days to 90 Days (See Manufacturers' GSA Schedules)  
**b. Expedited Delivery:** Available on some items: call contractor  
**c. Overnight and 2-Day Delivery:** Not Offered
12. **F.O.B. Point:** Origin (See Manufacturers Schedules)
13. **a. Ordering Address:** Modern Business Systems  
1445 Greene Street  
Augusta, GA 30901  
  
**b. Ordering Procedures:** Information on supplies and services, ordering procedures, Blanket Purchase Agreements (BPA's) and a sample BPA can be found at the GSA/FSS Schedule homepage ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules))
14. **Payment Address:** Same as Ordering Address
16. **Export Packaging Charges** (13a.) Furnished upon request
17. **Terms and Conditions of Government Purchase Card Acceptance:** Valid Government Purchase Card
18. **Terms and Conditions of Rental Maintenance and Repair:** Not applicable
19. **Terms and Conditions of Installation:** 12% of the net price of the purchase order for installation projects up to \$500. Installation projects above \$500 shall be negotiated on a case-by-case basis.
20. **Terms and Conditions of Other Services:**
  - a. **Staging:** 6% of the net price of the purchase order
  - c. **Site Preparation:** 15% cap rate of the net price of the purchase order.
  - d. **Ancillary Services:** 15% cap rate of the net price of the purchase order.
21. **List of Service and Distribution Points:** Ordering Address (13a.) or Manufacturers' Addresses
22. **List of Participating Dealers:** Not Applicable
23. **Preventative Maintenance:** Not Applicable
24. **Special Attributes (e.g., environmental attributes):** See manufacturers' GSA Schedules
25. **DUNS Number:** 033581885      CAGE 1S3P6      FEIN 58-0834834
26. **SAM Registration:** SAM Registered