Herald Office Supply, Inc

708 North First Avenue
Dillon, SC 29536
Phone: (800) 922-3535
(843) 774-5155
Fax: (843) 841-1971

website: www.heraldoffice.com
e-mail: mgaddy@heraldoffice.com
e-mail: bosmond@heraldoffice.com

GSA Contract Number GS-28F-0039V
Expires: July 23, 2024
Federal Supply Schedule
Packaged Office

Herald Office Supply, Inc. offers our clients a full range of furniture products and services, including technical service, project planning, project management, sit preparation, staging, installation, and post-installation support.

Herald Office Supply, Inc. has been in business for over 100 years. We have our own warehouse facilities and employ our own sales force, technical staff, project managers, and installers. We have large customers across the nation and have experience selling and installing furniture across the country. We build close, collaborative relationships with our customers to fulfill their long term needs.
PRODUCTS AND SERVICES

Modular Panel Systems Furniture
Wood Furniture
Metal Furniture
Seating – Executive/Ergonomic/Lounge
Filing
Shelving
Bookcases
Conference Room Furniture
Health Care Furniture
De-mountable Wall Systems
Custom Casework Furniture
Conference Room Furniture
Health Care Furniture
De-mountable Wall Systems
Custom Casework Furniture
Carpeting/Flooring
Lighting
Accessories
In-Stock Furniture
Quick Ship/Fast Delivery Furniture
Complete Rental Programs
Re-upholstering – seating, modular panels
Fabric Cleaning and Protectant Application
Modular Systems Re-configuration
Warehousing, Staging, Delivery and Installation
Project Management Services
Contract GS-28F-0039V Summary Terms and Conditions:

Contract Period: 5 years from the date of the award

FSC Group 71, Part II, Section H Packaged Room Furniture
Services for orders are priced as follows:

- Installation: 12% of the net order with a $200.00 minimum or $150,000 maximum per order
- Staging: 6% of the net order
- Site Preparation: 15% of the net order
- Warehousing: $1.00/sq ft per month with a 64 sq ft minimum
- Ancillary Services: 15% of the net price of the purchase order

Services for all projects above $500 will be negotiated on a project-by-project basis.

Product Lines

We sell a wide range of furniture products, including:

ALLE DESIGNS LLC
GS-07F-0026T
www.alleltd.com

ALLSTEEL
GS-28F-0001V
www.allsteeloffice.com
Product Lines (con’t)

CLARIDGE PRODUCTS & EQUIPMENT, INC
GS-28F0042U
www.claridgeproducts.com

DATUM
GS-28F-005BA
GS-28F-006CA
www.datumstorage.com

EGAN VISUAL/ WEST INC.
GS-28F-0003Y
www.egan.com

ESI
GS-28F-0028Y
www.esiergo.com

GLOBAL INDUSTRIES, INC.
GS-03F-076GA
www.globalfurnituregroup.com
Product Lines (con’t)

GREAT AMERICAN PICTURE COMPANY
GS-03F-048CA
www.greatamericanart.com

THE HON COMPANY
GS-28F-0015S
www.honcompany.com

INDIANA FURNITURE
47QSCA19D000A
www.indianafurniture.com

JSI
GS-28F-0030U
www.jsifurniture.com

KI – KRUEGER INTERNATIONAL, INC.
GS-28F-0033P
www.ki.com
Product Lines (con’t)

PETER PEPPER
GS-07F-0300X
GS-07F-0323N
GS-27F-025DA
GS-28F-0017X
www.peterpepper.com

SAFCO PRODUCTS COMPANY
GS-29F-001OP
www.safcoproducts.com
www.mayline.com

TENNSCO
GS-27F-017GA
www.tennsco.com
A Veteran-Owned Small Business
A Veteran-Owned Small Business
A Veteran-Owned Small Business
A Veteran-Owned Small Business
Ordering Information

Federal Supply Service,
Office Furniture, FSC Group 71, Part II Section H
Packaged Offices and Conference Rooms, Supp #7
Contract Number: GS-28F-0039V
1a Special Item Number (S.I.N.): 71-1
1b Lowest Priced Model # for S.I.N:
71-1 41291-1BE $2.19

1c Hourly Rate: N/A
2 Maximum Order:
SIN 71-1 As per individual GSA contract
Installation: $150,000 maximum order
Addt Services: $150,000 maximum order
3 Minimum Order: $50.00
4 Geographic Coverage:
Continental U.S. and the District of Columbia
5 Points of Production:
Follows GSA contract
6 Prices shown are Government Net,
Discount Deducted
7 Quantity Discounts:
As per individual GSA contract
8 Prompt payment discount: Net 30
9a Government Credit Card Accepted:
Yes, at or below micropurchase thresholds
9b Government Credit Card Accepted: Yes, above micropurchase thresholds
10 Foreign Items: None
11a Delivery Time: 30-90 days ARO
11b Quick Ship: Available on many items. Contact contractor for Details
11c Overnight and 2-Day Delivery Available: Yes, on select items. Contact contractor for rates.
11d Urgent Requirements: Contact contractor
12 FOB Point: As per individual GSA contract
13a Ordering Address:
Herald Office Systems
P.O. Box 1288
Dillon, SC 29536
Phone: 843-774-5155 or 800-922-3535
Fax: 843-841-1971
Email: mgaddy@heraldoffice.com,
bosmond@heraldoffice.com
13b Ordering procedures for supplies and services: The ordering procedures, information or Blanket Purchase Agreements (BPA's), and a BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).
14 Payment Address:
Herald Office Systems
P.O. Box 1288
Dillon, SC 29536
Phone: 843-774-5155 or 800-922-3535
15 Warranty: As per individual GSA contract
16 Export Packaging Charges: N/A
17 Terms and Conditions of Government Commercial Credit Card:
Accepted for all purchases
18 Terms and Conditions for Rental, Maintenance and Repair: N/A
19 Terms and Conditions of Installation:
Contact contractor
20 Terms and Conditions of repair parts indicating date of parts price lists and any discounts from list price: N/A
20 Terms and Conditions for any other services: Contact contractor
21 List of Distribution Points: N/A
22 List of Participating Dealers: Contact contractor
23 Preventive Maintenance: N/A
24a Environmental Attributes: e.g., recycled content, energy efficiency and/or reduced pollutants: yes
24b Section 508 Compliance: N/A
25 Date Universal Number System (DUNS) number: #036132710
26 CCR Registration:
Yes
Cage Codes: 1TJH2
Contractor Services:
Services for orders above $500 are negotiated on a job-by-job basis.
Services for orders at or under $500.00 is as follows:
Installation: 12% of the net order with a $200.00 minimum or $150,000 maximum charge
Staging: 6% of the net order
Ancillary Services: 15% of the net price of the purchase order
Cancellations: As per individual manufacturer GSA contract
Inspection & Freight Claims: It is the responsibility of the buyer to inspect all shipments upon receipt and note any visible damage on the bill of lading. Buyer must notify Herald Office Systems within 10 days for all damage claims or the buyer will be responsible for filing the freight claim with the responsible carrier.
Concealed Damage: Claims for concealed damage must be reported to Herald Office Systems within 10 days of delivery and the original carton must be retained.
Online access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage™, a member-driven database system. The internet address for GSA Advantage™ is http://gsaadvantage.gov

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