



Green Office Furniture Solutions, LLC

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GSA Terms and Conditions

FEDERAL SUPPLY SERVICE
Authorized Federal Supply Schedule Price List
www.GSAAdvantage.gov

FSC Group 712, Contract Number: **GS-29F-0013X**

Special Item No. (SIN)

712 1 – Project Management (Furniture/Furnishings Related)

712 3 – Reconfiguration/Relocation Management (Furniture/Furnishings Related)

712 4 - Furniture Design/Layout Services (Furniture Related)

Contract Period: April 10, 2012 – April 10, 2016

Pricelist Current through October 31, 2013

CONTRACTOR:

Green Office Furniture Solutions, LLC
2304 Shelby Lane
Hilliard OH 43026-7124

CONTRACT ADMINISTRATOR:

Haleema Shafeek, Owner
Haleema@GOFSLLC.com

Office: 614-452-7222

Fax: 614-452-7221

Website: www.GOFSLLC.com

Email: CustomerService@GOFSLLC.com



Business Size: Service Disabled Veteran Owned Small Business

Green Office offers a wide variety of commercial interior products and related services. Our products include but are not limited to office furniture, systems and workstation furniture, accessories, signage, carpet and eco-based interior building finish products: lighting, solar etc.

Our services include interior design and space planning, project management, delivery and installation. Public environments which have been completed by GOFSLLC include office spaces, reception, lounge and common areas, meeting spaces, mailroom, workroom, dorm or barracks, education, hospital patient care and reception and waiting areas.



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CUSTOMER INFORMATION

1a. Awarded Special Item Number(s): SINS 712 - 1, 712 – 3, 712 - 4

1b. Lowest Price Model: see supplier terms

1c. Description of corresponding commercial job titles, experience, functional responsibility, and education for those types of employees:

712 1 -Project Manager – Min 2 yrs experience. Manage interior renovations, new construction and other furniture projects. Liaison for manufacturers and end user to create seamless furniture related project. Manage information gathering to compile a project plan and works to complete through punch.

712 3 -Project Manager – Min 2 yrs experience. Manage interior renovations, new construction and other furniture projects. Liaison for manufacturers and end user to create seamless furniture related project. Manage information gathering to compile a project plan and works to complete through punch.

712 4- Interior Designer – Min 2 yrs experience with Commercial Accounts. Select furniture that is appropriate for functionality in the space for which it is selected. Offers Space planning and complete computer aided furniture layouts. Assist with color palette selection to coordinate with building or room finishes. Minimum Associate Degree with experience or Bachelors degree.

2. **SIN Maximum Order:** 712 1 – \$500,000 712 3 – \$500,000 712 4 - \$500,000

3. **Minimum Order:** 712 1 712 3 712 4: **\$100 net** All SINS

4. **Geographic Coverage:** 48 Contiguous States and Washington DC

5. **Point(s) of production:** see supplier terms

6. **Discount from list prices or statement of net price:** see supplier terms

7. **Quantity discounts:** N/A.

8. **Prompt payment terms:** Net 30 Days

9a. **Government purchase cards are accepted up to the micro purchase threshold:** Yes

9b. **Government purchase cards are accepted above the micro purchase threshold:** Yes

10. **Foreign items:** N/A

11a. **Time of Delivery:** 30 Days After Receipt of Order (ARO). Orders conforming to routine commercial criteria may be accorded shorter lead times. Orders which require delivery dates in excess of 30 days shall specify a “do not ship prior to” instruction.

11b. **Expedited Delivery:** Please call Customer Service if required.

11c. **Overnight and 2-day delivery:** Please call Customer Service if required.

11d. **Urgent Requirements:** Available as I-FSS-140-B, contact Customer Support.

12. **F.O.B. Point(s):** see supplier terms.

13a. **Ordering address:** Agencies send completed purchase orders made out to:

Green Office Furniture Solutions, LLC

2304 Shelby Lane

Hilliard, OH 43026



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13b. **Ordering procedures:** Orders can be emailed to CustomerService@GOFSLLC.com or faxed to 614-452-7221. Please contact Green Office Furniture Solutions, LLC for facsimile order/acknowledgment processing.

Cancellation: Cancellation of orders prior to production shall be at no charge. After production, cost incurred may be applicable, up to 25% net product dollars.

14. **Payment address:** **Green Office Furniture Solutions, LLC**
2304 Shelby Lane
Hilliard, OH 43026

15. **Warranty provision:** All workmanship will meet quality standards normal in the industry. Green Office Furniture Solutions, LLC warrants all services performed under this contract for a period of 90 days from customer acceptance. Green Office Furniture Solutions, LLC may extend warranties as appropriate to the project statement of work.

16. **Export packing charges, if applicable:** N/A.

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

- A Government Agency Purchase Order must be submitted for all orders with Net 30 day terms.
- Cardholder signature required for credit card order.
- Credit card orders bill when shipped. See GSAR 552.232-80 (C).

18. **Terms and conditions of rental:** N/A.

19. **Terms and conditions of installation:** N/A.

20. Terms and conditions of repair parts: N/A.

20a. **Terms and conditions for any other services:** N/A.

21. **List of service and distribution points:** N/A.

22. List of participating dealers: N/A.

23. **Preventive maintenance:** Call Customer Service

24a. **Special attributes:** N/A.

24b. **Section 508:** N/A.

25. **Data Universal Number System (DUNS):** 825487197

26. **Notification regarding registration in System for Award Management (SAM) database:** Registered

Cage: 53ZS0

Tax ID: 26-2432209

CONTACT INFORMATION:

GSA Orders:	Haleema Shafeek	614-452-7222
GSA Contract:	Haleema Shafeek	614-452-7222
Billing:	Latawnia Wallace	614-452-7222



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SIN/Service/Rate/DISC

712-1 – Project Management – Current GSA at \$61.25 per Hr – 51% without IFF,
\$61.75 per Hr – 50.6% with IFF

712-3 – Reconfigure Relocation Management – Current GSA at \$73.50 per Hr – 51% without IFF,
\$74.10 per Hr – 50.6% with IFF

712-4 – Furniture Design/Layout – Current GSA at \$51.45 per Hr – 51% without IFF,
\$51.87 per Hr – 50.6% with IFF

Installation at the standard mover rate of \$85 per hour. Installs over \$500
would be negotiable.