

Affordable Interior Systems, Inc. (AIS)
General Services Administration
Multiple Award Schedule (MAS)

Large Category: Furniture & Furnishings

**Subcategories: Office Furniture, Packaged Office Furniture and
Furniture Services**

Contract Number: GS-29F-0006K

Current through modification PS-A812, effective 02/10/2020

Contract Period: August 24, 2015 – August 23, 2020

Contractor: Affordable Interior Systems, Inc. (AIS)

25 Tucker Drive

Leominster, MA 01453

800.434.7400

<https://www.ais-inc.com/resources/gsa>

Business Size: Large

INFORMATION FOR ORDERING ACTIVITIES

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SIN):

SIN: REFERENCE

-33721 Office Furniture: Includes all furniture placed in an office such as chairs, desk, etc.

-541614CF Comprehensive Furniture Management Services: Comprehensive Furniture Management Services including but not limited to Project Management, Assets Management, and Furniture Design/Layout.

-33721P Packaged Office Furniture: Includes packaged furniture solutions for customers needing to furnish an office.
Includes all items from AIS' SIN's noted above and items from:
-DARRAN Furniture Industries, Inc. GSA contract #GS-27F-001DA
-Exemplis (SitOnIt Seating/IDEON/Symmetry) GSA contract #47QSCMA18D08NQ
-Neutral Posture, Inc. GSA contract #GS-27F-0014Y
-Metalworks, Inc. dba Great Openings GSA contract #GS-28F-0001S
-ESI Ergonomic Solutions, L.L.C. GSA contract #GS-28F-0028Y
-Saftco Products Co. GSA contract #GS-29F-0010P
-Claridge Products & Equipment, Inc. GSA contract #GS-28F-0042U
-Indiana Furniture Industries, Inc. GSA contract #47QSCA19D000A

-OLM - Order-Level Materials (OLM): OLMs are supplies and/or services acquired in direct support of an individual task or delivery order placed against a Schedule contract or BPA.

Disaster Recover SINs:

-33721PRC
-33721RC
-541614CFRC

1b. LOWEST PRICE MODEL BY SIN:

33721: A-FGAC14, \$9.00 List

1c. HOURLY RATES:

541614CF: Project management services at a rate of \$70.00 per hour.
541614CF: Design Services at a rate of \$55.00 per hour.

2. MAXIMUM ORDER:

SIN 33721: \$250,000
SIN 33721P: \$5,000,000.00
SIN 541614CF: \$250,000

3. MINIMUM ORDER: \$100.00 (net product price)

4. GEOGRAPHIC COVERAGE: 48 Contiguous United States and the District of Columbia.

5. POINT OF PRODUCTION: Leominster, MA USA.

6. DISCOUNT FROM LIST PRICES: See below discount structures.

7. QUANTITY DISCOUNTS:

Systems, Universal & Desking/Benching: Matrix, Divi, MWall, AO2, Support, Storage & Screens, Worksurfaces, Accessories, Oxygen & Aloft

List Price of Order	Discount
\$1 - \$7,500	76%
\$7,501 - \$30,000	77.25%
\$30,001 - \$125,000	80.76%
\$125,001 - \$300,000	81.25%
\$300,001 - \$400,000	82.50%
\$400,001 - \$500,000	83%

Casegoods & Tables: Calibrate Series, Day-to-Day & Calibrate Conference Tables

List Price of Order	Discount
\$1 - \$125,000	81.50%
\$125,001 - \$300,000	82%
\$300,001 - \$400,000	82.75%
\$400,001 - \$500,000	83.25%

Seating: See GSA Seating Price List

List Price of Order	Discount
\$1+	67.80%

8. PROMPT PAYMENT TERMS: 1% 20 Days, NET 30

9a. GOVERNMENT CREDIT CARD: Accepted at or below the micro-purchase threshold.

9b. GOVERNMENT CREDIT CARD: Accepted above the micro-purchase threshold.

10. FOREIGN ITEMS: Not applicable.

11a. TIME OF DELIVERY: 15-20 working days to ship from manufacturer after receipt of customer sign-off of acknowledgement depending on size of order and product. For current lead times, contact AIS at 800.434.7400 or gsa@ais-inc.com.

11b. EXPEDITED DELIVERY: Contact AIS at 800.434.7400 or gsa@ais-inc.com for details.

11c. OVERNIGHT AND 2-DAY DELIVERY: Contact AIS at 800.434.7400 or gsa@ais-inc.com for details.

11d. URGENT REQUIREMENTS: Contact AIS at 800.434.7400 or gsa@ais-inc.com for details.

12. F.O.B POINT: Destination within 48 contiguous United States and the District of Columbia. Freight is charged for Alaska and Hawaii destinations.

13a. ORDERING ADDRESS:

AIS c/o Dealer
25 Tucker Drive
Leominster, MA 01453
Attn: GSA Orders
Email: orderentry@ais-inc.com

13b. ORDERING PROCEDURES: Contact AIS at 800.434.7400 or gsa@ais-inc.com for details. Purchase orders must be received by 12:00pm EST for the following day to be considered start of ship date lead time. The total net amount of the order must be clearly indicated on all purchase orders.

14. PAYMENT ADDRESS:

AIS
P.O. Box 842675
Boston, MA 02284-2675

15. WARRANTY PROVISION: AIS' standard commercial warrant, terms and conditions.

16. EXPORT PACKING CHARGES: Contact AIS at 800.434.7400 or gsa@ais-inc.com for details.

17. GOVERNMENT CREDIT CARD ACCEPTANCE: Government credit card purchases are accepted. No additional discount offered for orders using credit card.

18. RENTAL, MAINTENANCE AND REPAIR: Not applicable.

19. INSTALLATION: SIN 541614CF: Office Furniture Installation Services. Contact your nearest AIS dealer to negotiate on a project by project basis.

20. REPAIR PART TERMS: Not applicable.

20a. OTHER SERVICES: SIN 541614CF, Project Management services up to \$250,000 will be charged at \$70.00/hr. In excess of \$250,000 project management services can be negotiated on a case-by-case basis between AIS and the ordering activity.
Office Design/Layout Services up to \$250,000 will be charged at \$55.00/hour. In excess of \$250,000 design/layout services can be negotiated on a case-by-case basis between AIS and the ordering activity.

21. SERVICE & DISTRIBUTION POINTS: Primary distribution facility is in Leominster, MA. Servicing dealers are located across the United States. Names and addresses of servicing dealers are available on request.

22. PARTICIPATING DEALERS: Contact AIS at 800.434.7400 or gsa@ais-inc.com.

23. PREVENTATIVE MAINTENANCE: Not applicable.

24a. ENVIRONMENTAL ATTRIBUTES: AIS' workstations are SCS Indoor Advantage Certified Gold. AIS' workstations contain up to 59.6% recycled content. Please see www.ais-inc.com - About Us - Sustainability for environmental datasheets, LEED credits and certifications.

24b. Not applicable.

25. DUNS NUMBER: 62-606-0222

26. AIS is a System for Award Management (SAM) registered supplier.

Affordable Interior Systems, Inc. (AIS) Miscellaneous Information

Federal Identification Numbers

DUNS Number: 62-606-0222
Tax ID Number: 04-3489948
Cage Code: 1SN97
NAICS No.: 337214

INFORMATION FOR ORDERING ACTIVITIES

Pricing Policies

Services: List prices apply to products only.

Shipping and Delivery

AIS reserves the right to ship products covered by a single order in more than one shipment.

For U.S. Continental Shipments: All deliveries will be F.O.B. Destination. AIS has the right to determine the carrier, method of shipment, and routing. Extra expense resulting from customer request for special carrier, shipping method, and/or routing will be billed to the customer.

For optional customers located OCONUS [Outside Continental U.S.]
U.S. INCOTERM-CIF (Cost of Goods, Insurance and Freight). International locations may purchase from this contract. If International delivery is provided by supplier, CIF discounts shall apply to the order. AIS has the right to determine the carrier, method of shipment and routing.

AIS will contract with the insurer and provide minimal insurance coverage (CIF@110%) made payable to the buyer. Buyer is responsible to obtain greater insurance if so desired. Proof of delivery is a free on-board bill of lading.

Buyer will be responsible for all customs clearance and on-carriage from the receiving port in the destination country to the final destination.

Mexico. INCOTERM-DAP (Delivered at Place).

AIS's Price List Catalogs include freight charges for normal surface transportation to a United States point of exportation within the 48 contiguous states. AIS has the right to determine the carrier, method of shipment and routing.

Buyer will be responsible for all on-carriage and customs clearance from the point of exportation to the final destination. Buyer assumes risk of loss when goods are delivered to a United States point of exportation.

Note: Under all shipping terms, extra expense resulting from buyer's request for expedited transportation, special carrier, packaging, shipping method and/or routing will be billed to buyer.

Use and Installation of Products

AIS recommends that its products be installed by certified installers according to AIS's written installation procedures. The customer agrees to use AIS products properly; not to remove or alter safety devices, warnings, or operating instructions placed on products by AIS; and to instruct employees as to the proper care and use of the products according to printed instructions.

Purchase Order Requirements/Processing

To ensure orders are processed accurately and within requested time frames, delivery orders must contain complete and accurate information as follows.

Contract Number - GS-29F-0006K. This is required for all purchases made using this Federal Supply Schedule contract regardless of the dollar value of the purchase order.

Date - The order date and the award date must be on or before the expiration date of this contract.

Seller- Affordable Interior Systems, Inc. (AIS) must be listed as the seller. Order may be submitted "in care of" an authorized AIS dealer with AIS's address.

Shipping Address - Provide complete addressing and delivery information.

Invoicing Address - Provide complete addressing information and number of copies required.

Term - Net 30 days.

Product - Provide correct and complete product specifications including fabrics, finishes and colors as required. The availability of fabrics, finishes, colors will vary according to the size of order and product.

Remittance Address - AIS, P.O. Box 842675, Boston, MA 02284-2675

Pricing - Provide the correct extended dollar totals. Discounts vary according to the product category and/or the size of the order.

Signature - An authorized agency signature is required.

Price Books: Contact AIS at 800.434.7400 or gsa@ais-inc.com for price lists.