

# Authorized Federal Supply Schedule

Effective Date: September 2, 2021

**Contract No. 47QSMA18D08NQ**

C06. Office Furniture

Contract Period: 12/20/2017 - 12/19/2022

Tax ID# 330-697684

Duns ID# 93-365-2414

Cage Code# 1G5C2

Business Size: Small



## CONTACTS:

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Manager, Contracts

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# General Terms and Conditions

**Special Item Number (SIN) Awarded:** 33721: Office Furniture

**Installation Services:** \$64.50 per hour

**Discounts from Price list:** June 1, 2021 SitOnIt Seating Consolidated Price list

<b>Volume Discount (Based off List):</b>	<b>Tiers*</b>	<b>Discount</b>
	Tier 1: \$1 – 75,000 (List)	60%
	Tier 2: \$75,001 - \$150,000 (List)	61%
	Tier 3: \$150,001 - \$250,000 (List)	63%
	Tier 4: \$250,001 + (List)	Negotiable

\*Tiers are based off of List Price

**Exemplis®**

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6415 Katella Avenue, Cypress CA 90630  
Phone: (714) 995-4800; Fax: (714) 995-4855  
[www.sitonitseating.net](http://www.sitonitseating.net)

# General Terms and Conditions

<b>Point(s) of production (city, county, and state or foreign country):</b>	Buena Park, California, USA Tampa, Florida, USA Tijuana, Baja California, USA
<b>Payment Terms:</b>	FOB Destination
<b>Prompt Payment:</b>	1% - 10 days, Net 30
<b>Payment Address:</b>	Exemplis LLC 25090 Network Place Chicago, IL 60673-1250
<b>Overnight and 2-Day Delivery:</b>	A manufacturer product may be delivered overnight or by 2-day delivery. However, the customer shall be responsible for payment of any additional shipping costs outside our standard shipping method. The customer may contact Exemplis LLC for overnight and 2-day delivery rates.
<b>Ordering Address:</b>	Exemplis LLC 6415 Katella Avenue Cypress, CA 90630 Fax: 714-995-4855 E-mail: <a href="mailto:purchaseorder@exemplis.com">purchaseorder@exemplis.com</a>
<b>Government Credit Card:</b>	Accepted
<b>Cancellation:</b>	Orders which have entered any stage of production cannot be canceled. Requests for cancellation are not accepted until acknowledged by Exemplis LLC. In the event cancellation is accepted by Exemplis LLC, cancellation charges may be for the entire amount of the order.
<b>72A Sales Contact Point:</b>	Same as above
<b>GSA Advantage Contact Point:</b>	Same as above
<b>Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants)</b>	Exemplis LLC is dedicated to sustainability, from the fabrics we select to the way we manufacture and run our corporate offices. Our efforts have been recognized by Managing Automation, which listed us as one of its "Progressive 50." We work hard to minimize the impact of our manufacturing and support a healthy workplace- for our employees and for our planet. Our lean manufacturing practice provides the foundation of its sustainability strategy by linking eliminating waste, conserving resources and responsibly designing product for durability and extended life.
<b>DUNS Number:</b>	93-365-2414
<b>Notification regarding registration in central Contractor Registration (CCR) database:</b>	Exemplis LLC is registered in SAM database. Our CAGE Code is 1G5C2



# Terms and Conditions

**Special Item Number** 33721: Office Furniture  
**(SIN) Awarded:**

**Delivery Time:**

**Task, Executive, Conference, Side, Stool, Plastic Seating:**

Ships within 2 business days using express fabrics ARO.  
Ships within 5 business days using all other fabrics ARO.  
Ships within 10 business days using leather ARO.  
Larger projects over a quantity of 250 units, are subject to large order review.

**Lounge Seating and Occasional Tables:**

Ships within 10 business days using express fabrics ARO.  
Any project over 50 units is subject to large order review.  
Please verify fabric grades on the SitOnIt.net website before ordering.

**HATs, Tables, Benching, Screens, Ergonomic Accessories:**

Stocked products ship in 2-3 days. Manufactured products (primarily tops and dividers) ordered in 50 units or less ship in 5 days; quantities over 50 ship in 2-3 weeks. Drop ship (or special order) items ship in 2-3 weeks.

**Expedited Delivery:**

Exemplis LLC's nimble size and lean manufacturing operation mean speed in sourcing, warehousing, assembly, and logistics that other manufacturers just can't match. This makes us the fastest in the industry, shipping orders starting in just 2 days.

**GSA Authorized Products:**

**The following products are authorized to sell under the contract:**

- All Conference, Task, Executive, Side, Stool, and Plastic Seating (**Excluding Kickstand**)
- All Lounge Seating and Occasional Tables
  
- Voyager
- Standard Rectangle Table-Tops
- Switchback
- EON power module
- Current Power Unit
- Horizontal Wire Management
- Keyboard Tray
- Laptop Drawer
- Laptop Tray
- Sector Worksurface Screens
- Sector Freestanding Screens
- Sector Tabletop Screens
- Sector Seating Screens
- Motif Freestanding Screens
- Motif Worksurface Screens
- Doodle Worksurface Screens
- J Chan without



**Open Market Products:**

The following products may be sold Open Market:

Kickstand, Prise Benching, Ocala, Tensor, High Tide, Unity, King Cobra, Anti-Fatigue Mat, CPU Holder, Filing, Lighting, Modesty Panels, Pencil Storage, Power Strips, Rhythm, Wire Management, Tensor, Mobio, Mobile Pedestal, J Chan with Power, Wire Basket

**Minimum Order:**

\$40.00 (Forty dollars)

\$95.00 freight fee when ordering less than 3 lounge seating units

\$95.00 freight fee will incur for any orders with 3 table-tops or less.

**Maximum Order:**

\$250,000.00 (Two hundred fifty thousand dollars)

**Ordering Procedures:**

Specify model number, quantity, desired delivery date and all other applicable information. Orders will be acknowledged with an Exemplis LLC acknowledgment form governing the transaction. In the event an error is made in the manufacturing of the product, the acknowledgement will be used as the resolution document. Submit orders by email to [purchaseorder@exemplis.com](mailto:purchaseorder@exemplis.com) or by fax to (714) 995-4855.

Upon receipt of clean, credit approved order, Exemplis LLC will enter the order into production electronically. The ordering dealer will receive an acknowledgement back within 48 hours confirming:

- Complete model number
- All product specifications
- Ship date
- Shipping instructions
- Tagging instructions
- Dealer purchase order number

**Warranty:****LIFETIME WARRANTY COVERAGE:**

- All SitOnIt Seating products, except where noted below
- Structural Components: Prise, Switchback and Voyager

**12-YEAR WARRANTY COVERAGE:**

- Amplify, Torsa, Wit and Novo used in multi-shift (24/7) applications.
- Lounge seating and occasional/lounge tables.
- Bases: Ocala, Tensor
- Monitor Arms: King Cobra, Mobio series, Unity G2 series

**10-YEAR WARRANTY COVERAGE:**

- Non-Stop Heavy Duty, Freelance Bariatric and chairs purchased with a Heavy Duty (HD) or Large and Tall (LT) option used in multi-shift (24/7) applications.
- Electrical Components: Prise

**7-YEAR WARRANTY COVERAGE:**

- Electrical Components: Switchback and Voyager



**5-YEAR WARRANTY COVERAGE:**

- Kickstand
- Fabric, foam, knit back, mesh and plastic.
- All filing products
- CPU Holders
- Screens
- High Tide
- Keyboard Trays
- Lighting Fixtures
- Power Components: EON, Current, Power Strips
- Wire Management

**2-YEAR WARRANTY COVERAGE:**

- Fabric and foam cushioning for Non-Stop Heavy Duty, Freelance Heavy Duty and chairs purchased with an HD or LT option
- Multipurpose felt glides
- Half-Moon Pencil Drawer

**1-YEAR WARRANTY COVERAGE:**

- Lighting Power Supplies
- Mouse Pads
- Wrist Rests

**Return Policy  
Restocking Fee:**

Authorization for Return must be requested from and approved by Exemplis LLC prior to the return of the merchandise. Returns are subject to a restocking charge equivalent to 40% of the net order plus freight. Unauthorized returns will not be accepted by Exemplis LLC.

**List of Service &  
Distribution Points:**

Our distribution points are located in Buena Park, California, USA, Tampa, Florida, USA, and Tijuana, Mexico.



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