

# Statewide Term Contract 5610A – Furniture

<b>Bid Number</b>	DPC-926634448-BAJ
<b>Contract Name</b>	Furniture
<b>Effective Dates</b>	July 15, 2024 - July 14, 2027, with two optional two-year renewals
<b>Awarded Vendors and Contacts</b>	<a href="#">Awarded Vendors and Pricing Information</a>
<b>Contract Covers</b>	<p>This contract covers comprehensive product lines from multiple manufacturers, including new, unused and in-current-production commercial and institutional quality furniture of all types, covering the state’s normal requirements in the categories listed below.</p> <p><b>Category I: Casegoods (Desks, Credenzas, Conference Tables)</b>          Subcategory A: Wood Office Desks and Casegoods (Fully Assembled)          Subcategory B: Laminate Office Desks and Casegoods Desks (Modular Construction)</p> <p><b>Category II: Classroom</b>          Subcategory A: Chairs, General Purpose, Metal, and Chair Desks, Classroom          Subcategory B: Tables, Pupil, Metal          Subcategory C: Desks, Teacher's, Metal          Subcategory D: Tables, General Purpose, Metal          Subcategory E: Tables, Computer, Classroom          Subcategory F: Furniture, Library, Wooden</p> <p><b>Category III: Bookcases</b>          Subcategory A: Bookcase, Wood, Office</p> <p><b>Category IV: Ergonomic Chairs</b>          Subcategory A: Ergonomic Chairs</p> <p><b>Category V: Office Swivel &amp; Side Chairs</b>          Subcategory A: Wood, Office Side Chairs          Subcategory B: Office Swivel Chairs</p> <p><b>Category VI: Computer</b>          Subcategory A: Furniture, Computer</p> <p><b>Category VII: Mobile &amp; Folding</b>          Subcategory A: Chairs, Metal Folding          Subcategory B: Tables, Folding          Subcategory C: Tables, Mobile, Folding          Subcategory D: Mobile Storage Equipment, Folding Chairs</p> <p><b>Category VIII: Upholstered Seating</b>          Subcategory A: Lounge Seating, Upholstered (Matching Sofa, Loveseat, Chair Only)</p>

	<p>Subcategory B: Lounge Seating, Upholstered (Sectional and Ganged Seating Only)</p> <p><b>Category IX: Commercial Dining</b></p> <p>Subcategory A: Chairs, Dining, Hospitality, General Purpose (Wood, Upholstered Type)</p> <p>Subcategory B: Chairs, Dining, Hospitality, General Purpose (Metal, Upholstered Type)</p> <p>Subcategory C: Tables, Dining</p> <p>Subcategory D: Occasional Tables</p> <p><b>Category X: Metal Cabinets</b></p> <p>Subcategory A: Lateral, Metal</p> <p>Subcategory B: Vertical. Metal</p> <p>Subcategory C: Storage, Metal</p> <p><b>Category XI: Cosmetology</b></p> <p>Furniture, Cosmetology</p> <p><b>Category XII: Office Systems, Open Plan</b></p> <p>Office Systems, Open Plan, Panel System</p> <p><b>Category XIII: Desks, Sit-To-Stand</b></p> <p>Desks, Sit-To-Stand</p> <p><b>Category XIV: Shelving, Metal, Wood Library</b></p> <p>Shelving, Metal, Wood Library</p> <p><b>Category XV: Dormitory</b></p> <p>Dormitory (Desks, Dresser, Loft, Cabinet, Armoire, Bunkbed, Nightstand, etc.)</p> <p><b>Category XVI: Outdoor Furniture</b></p> <p>Benches, Picnic Tables, Gazebos, Patio, Seating, Outdoor Dining Tables</p> <p><b>Category XVII: Residential, Institutional, Library, Academic, Molded Furniture</b></p> <p>Tables, Seating, Dining Tables, Desks, Dresser, Cabinet, Armoire, Nightstand, etc.</p>
<b>Mandatory Contract</b>	<p>This is a mandatory statewide term contract for state agencies, departments, institutions, universities and community colleges, unless exempted by North Carolina general statute. Additionally, non-mandatory entities, including schools and local government, may use this contract if allowed by general statute.</p>
<b>Special Note</b>	<p><b>Division of Adult Correction, Department of Public Safety Products Preference (§ 148-134)</b></p> <p>All agencies shall give preference to Correction Enterprises when purchasing furniture. Furniture may be purchased from this contract only when it has been determined that Correction Enterprises cannot satisfy the requirement or item(s) will not be available when needed. The purchasing file should contain a waiver from Correction Enterprises stating that the item(s) cannot be supplied, and products can be accessed by clicking on the link above.</p>
<b>Minimum Order</b>	<p>The minimum order that shall qualify for prepaid FOB transportation is <b>\$250.00</b> for a single order. The buying entity shall be required to use this contract for orders less than the minimum order amount. However, in such cases the order may be shipped prepaid and actual transportation charges may be added to the invoice as a separate line item. The transportation costs charged for orders below the minimum order amount shall be commensurate with or less than shipping charges of major small package shippers such as</p>

	<p>the United States Postal Service. No surcharge or handling charge shall be added or assessed for such orders. Vendor must provide an estimated shipping amount to the buying entity upon request.</p>
<b>Equipment Installation</b>	<p>Installation of items requiring custom or complex fitting or assembly efforts due to the nature of the item (such as an executive desk with attached return and credenza, or a library shelving system) may be billed under the following conditions: the amount of the installation charge is identified in vendor's catalog in conjunction with the relevant item, the buying entity is provided an option to affirmatively accept or decline installation services at the time of ordering, and any approved charge is listed as a separate line item on the purchase order and invoice.</p> <p>Acceptance and approval of charges for installation of such items shall be at the sole discretion of the buying entity. Any resulting damage to the item or to other state property during the installation by the vendor shall be repaired at the vendor's sole expense. General set-up activities needed to make an item ready for use (such as insertion of adjustable shelves into a bookcase or placing a desk chair onto its pedestal) shall not be considered installation and shall be included in the contract price.</p>
<b>Delivery Information</b>	<p>Standard delivery shall be made to the location specified by the buying entity in the purchase order, ready for use. Inside means any location within a state entity's occupied building. Ready for use means the furniture is unpacked, assembled, inspected and free of patent defects or damage. Vendors must anticipate and make necessary arrangements for access to the delivery location, considering the presence and availability of elevators, steps, parking and hours of operation. Vendors shall be responsible for the removal and disposal of all packaging materials, and any other debris resulting from the standard delivery of goods, from the buying entity's location.</p> <p>Unless otherwise agreed-upon by the buying entity, the vendor shall furnish the buying entity with written acknowledgement of the delivery date at least fourteen (14) calendar days prior to shipment.</p>
<b>Transportation Charges</b>	<p>All items are to be delivered FOB destination with all delivery/transportation charges and all standard equipment for operational use, along with additional accessories and manuals/literature requested.</p>
<b>Return Policy</b>	<p>Vendors shall accept merchandise returns from buyers for a period of thirty (30) business days after delivery. Vendor shall provide full credit or full refund to buyers, whichever a buyer requests, within thirty (30) business days on all returns of an ordered item that (1) is a stock item in original packaging and in re-sellable condition; (2) is not a specialty or customized item; (3) is defective or damaged; (4) is a return of an incorrect product shipped; (5) results from a vendor order entry error; or (6) is non-conforming due to any other cause reasonably assumed to be the fault of the vendor.</p>
<b>Warranty</b>	<p>The manufacturer's standard warranty shall apply. In addition to the standard warranty, vendor guarantees all items delivered to be free from all defects in material, packaging and workmanship, and from product failures for a minimum of ten (10) years from the date of acceptance. Vendor agrees to repair or replace non-conforming items promptly at no charge to the buying entity.</p>
<b>Order Placement</b>	<p>Orders may be placed with awarded manufacturers or dealers providing eligible products under the following methods:</p> <ul style="list-style-type: none"> <li>• North Carolina's Furniture Specifications</li> </ul>

- Federal GSA Furniture Schedule
- ANSI/BIFMA Standards

**Note:** Prior to placing an order, entities should always check the [Awarded Vendors and Pricing Information](#) as it may be updated frequently.

<b>Loaded into eProcurement</b>	Yes, catalog or ordering instructions will be loaded in <a href="#">eProcurement</a> regarding how to place orders under this contract. Vendors will provide catalogs and product literature upon request to assist in selecting the type of furniture needed.
<b>eProcurement Help Desk</b>	(888) 211-7440
<b>Contract Manager</b>	<a href="#">Ian Fox</a> - (984) 236-0211
<b>Contract Addenda</b>	