



<b>Contract Number:</b>	4400022646
<b>Award Website:</b>	<a href="https://procurement.sc.gov/agency/contracts/goods-and-services">https://procurement.sc.gov/agency/contracts/goods-and-services</a>
<b>Effective Date:</b>	12/6/2019 - 12/5/2024
<b>Discount:</b>	50% up to \$50,000; 52.5% over \$50,000
<b>*Price Book on Contract:</b>	Claridge Core Catalog
<b>Dealers on Contract:</b>	See attached dealers list
<b>Adding/Deleting Dealers:</b>	Additions/deletions by written request and updated Authorized Dealer/Reseller form by May 30 and November 30 each year. No additional resellers added in the final 6 months of the contract. Request made as one batch 30 days before due date.
<b>Freight Terms:</b>	Included in pricing. FOB destination standard delivery. Standard delivery is defined as: inside and ready for use
<b>Installation:</b>	Basic installation is included in pricing (see above) Installation of products requiring custom or complex fitting (such as panel or filing systems, fixed seating) quoted, ordered, and billed separately. Costs may be incurred due to "extreme installation conditions" such as: stair carry, street unloading, etc. These costs must be negotiated prior to issuance of purchase order. Must be clearly specified on quotes, POs and invoices. Costs limited to a maximum of 20% of total purchase order.
<b>Purchase Orders:</b>	Should include manufacturer's name. Order may be placed with the authorized dealer or with the manufacturer.
<b>Reporting Information:</b> <i>(needed for report)</i>	Invoice date, invoice number, mfg number/product code, vendor part number (if different from mfg), item description, name and address of government entity, number of items sold, list price, invoice price, total price
<b>Special Note:</b>	Categories awarded: Library/media center furniture, Classroom furniture

**Contact Claridge Products at (814) 342-7000 with any questions.**