



# Ordering Information

## General Services Administration

### Federal Supply Service

#### Authorized Federal Supply Schedule Price List

On-Line Access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through **GSA Advantage!**, a menu-driven database system. The INTERNET address for **GSA Advantage!** is: <http://www.gsa.gov>.

#### Schedule Title:

**Office Furniture FSC Group 71 Part I**

#### Contract Number:

**GS-28F-0015P**

#### Contract Period:

**January 8, 2004 to January 7, 2009**

#### Contractor:

High Point Furniture Industries  
1104 Bedford Street  
High Point, NC 27263  
Phone: 1.800.948.6871  
336-431-7101  
Fax: 336-434-5280

#### Contract Administration Source:

North American Marketing, Inc  
2127 Espey Court, Suite 220  
Crofton, MD 21114  
Phone: 410-721-8803  
Fax: 410-721-0079

#### Business Size:

Small, Veteran Owned

#### 1a. Awarded Special Item Numbers:

- 711-2 Work Surfaces, Workstations, computer furniture and accessories.
- 711-8 Executive Office furniture
- 711-9 Executive Conference Room furniture, coordinated tables, case pieces, and accessories
- 711-11 Tables and Accessories
- 711-16 Upholstered Seating
- 711-17 Multiple Seating
- 711-18 Multipurpose Seating
- 711-19 Stacking Chairs, Folding Chairs and dollies or trucks designed to support stacking and folding chairs
- 711-94 Design and layout services
- 711-95 Installation Services

2. **Maximum order:** \$200,000.00

3. **Minimum order:** \$100.00 minimum order.

4. **Geographic coverage:** 48 contiguous states and Washington, D.C.

#### 5. Point of Production:

High Point Furniture Industries  
1104 Bedford Street  
High Point, NC 27263

#### 6. GSA Discount:

- Orders from \$100 to \$10,000 list .....54.7% discount
- Orders from \$10,001 to \$20,000 list .....57.2% discount
- Orders from \$20,001 to \$30,000 list .....58.3% discount

Orders from \$\$30,001 to \$50,000 list

.....59.7% discount

Orders of \$50,001 or more list

.....62.9% discount

**Contact for Quotes:**  
**1-800-447-3462 ext 2159**  
**GSAQUOTES@hpfi.com**

7. **Quantity discounts:** None

8. **Payment terms:** Net 30 days

#### 9. Government commercial credit card:

- a. High Point Furniture Industries will accept government purchase card.
- b. No additional discount will be offered for orders placed using the purchase card.

#### 10. Foreign items:

All items manufactured in the USA.

11. a. **Time of delivery:** 45 days ARO

b. **Expedited time of delivery:** 3 days ARO

c. **Overnight delivery:** N/A

d. **Urgent requirements:**

Contact High Point Furniture Industries  
1.800.948.6871.

12. **FOB Point:** Origin, High Point, North Carolina, USA, Freight prepaid and allowed with a \$75.00 net charge for orders weighing less than 500 lbs.

#### 13. Ordering Address:

High Point Furniture Industries  
1104 Bedford Street  
High Point, NC 27263  
Phone: 1.800.948.6871  
336-431-7101  
Fax: 336-434-5280

**Please include POC (point of contact) name and telephone number with the Ship To address.**

#### 14. Payment Address:

High Point Furniture Industries  
P. O. Box 890676  
Charlotte, NC 28289-0676

#### 15. Warranty:

High Point Furniture Industries  
Commercial Limited Lifetime Warranty

#### 16. Export packaging charges:

Quoted upon request.

#### 17. Terms & conditions of government commercial credit card acceptance:

High Point Furniture Industries will accept the government commercial credit card but will not offer any additional discounts.

18. **Terms & conditions of rental, maintenance & repair:** N/A

#### 19. Terms & conditions of Installation:

- a. \$100.00 Minimum Charge
- b. 10% of the net price of the purchase order with a **minimum charge of \$100** for installation projects up to \$500. All installation projects over \$500 will be negotiated on a case-by-case basis.

20. **Terms & conditions of repair parts indicating date of parts price lists and any discounts from list prices:** N/A

#### 20A. Terms and conditions for any other services:

Contact factory representative 1-410-721-8803.

#### 21. Service & Distribution points:

Contact High Point Furniture Industries  
1.800.948.6871

#### 22. Participating Dealers:

Contact.... High Point Furniture Industries  
1104 Bedford Street  
High Point, NC 27263  
Phone: 1.800.948.6871  
336-431-7101  
Fax: 336-434-5280

23. **Preventative maintenance:** N/A

#### 24. Special attributes such as environmental attributes:

- a. High Point Furniture Industries will seek actively to reduce its impact on the environment to the lowest practicable level by ensuring that all operations and activities of the company employ the best practice in respect to the environment. Any threat of pollution from its activities will be identified and either eliminated or controlled effectively.

25. **DUNS Number:** 00-322-5620.

26. **High Point Furniture Industries is registered in the Central Contractor registration (CCR) database.**

## Pricing

**All prices on this contract #GS-28F-0015P and #GS-28F-0039R. include standard dock-to-dock delivery within the 48 contiguous states based on the Ship To location; reference Zone Map at right.**

Any shipments requiring special services (such as delivery appointments, non-dock delivery, expedited delivery, inside delivery, military base delivery, etc.) may be subject to additional charges, which will be invoiced on a prepay-and-add, case-by-case basis.



**Contact for Quotes:**

**1-800-447-3462 ext 2159**

**GSAQUOTES@hpf.com**

## Freight Considerations

**Minimum Freight Charge.** Orders *less than 500 lbs.* will be assessed a minimum freight charge of *\$75.00 Net* per order. Excludes items shipped via small package ground service.

**Palletization.** For enhanced protection and further assurance of safe delivery, Casegood products may be palletized prior to shipment. Pallets are one per product and sized per the product/carton. Palletization is \$20 Net charge per pallet.

**Ownership Transfer.** All products are shipped F.O.B. Origin, High Point, North Carolina with ownership and responsibility of the merchandise transferring to the buyer when the freight carrier accepts the shipment from High Point Furniture Industries.

**Inspection & Freight Claims.** It is the responsibility of the buyer to inspect all shipments upon receipt and note any visible damage on the bill of lading. Buyer is responsible for filing freight claims with the responsible freight carrier.

**Concealed Damage.** Claims for concealed damage must be filed within 15 days of delivery, and original cartons must be retained. Buyer is responsible for filing claims for concealed damage with the responsible carrier.

**Returns.** Return of non-defective merchandise is allowed only with prior written authorization from High Point Furniture Industries. Shipments of returned merchandise will be assessed a 25% restocking charge and must conform to the Return Guidelines outlined in the High Point Furniture Industries commercial price list.

**Cancellations.** Requests for order cancellation will be honored so long as production has not yet begun. If production has already begun, High Point Furniture Industries will complete production and attempt to sell the product for a period of 180 days. If product is not sold within 180 days, the Buyer will be invoiced production cost of the product.

## Products

**This Catalog features a portion of the High Point Furniture products approved on this contract #GS-28F-0015P and #GS-28F-0039R. Most series are represented with a broader range of models within each series available. Below is a listing of the furniture categories and series available on these contracts.**

### Casegoods

Contemporary Veneer – Forte, Affirm, Agility, Tactic, Sensation

Contemporary Laminate – Vitality, Elevation, Atlas, Hyperwork, 2200 Series, Bravo Panel, Agility, Uniwork

Traditional Veneer – Legacy, Inverness, Westboro  
Traditional/Transitional Laminate – Bedford, Wyndham

### Conference

Contemporary (Forte), Transitional (Vitality), Atlas, Hyperwork, NewVenture, Traditional (Legacy, Bedford), Conference/Training Tables, Accessories, Genesis Team Seating

### Office Seating

Leaders Executive – 100s, 140s, 160s, 190s  
Ergonomic/Task – Nextstep, Panther, Jaguar, Cheetah, Extended Height  
Contemporary – Trifecta, 3901/3907, Quick Silver, Scoop, 1200 Series  
Traditional – Traditional, Scoop Traditional, Value Traditional

### Guest, Stacking & Ganging Chairs

Contempo, Madison, Trados, Accent, Corbel 990s (stack/gang), 9100s (gang), 935, Scoop, 700s

### Reception/Lounge

Lauren, Rebecca, Scarlet, Kimberly, Himalaya, Accompany, Steps, 7300/7400s Modular, Plaza, Chesterfield, 9100s, Cassy, Natalie, Claudia, Sophia

### Upholsteries

Seating models are priced according to the upholstery grade selected. HPFI has a wide variety of choices for upholstery. GREEN fabrics included on pages 74 & 75. Visit [www.hpfi.com](http://www.hpfi.com) to view fabrics/leathers.

\* RawHides Leather = 38 top-grain, 100% leathers (standard lead time)

\* Mayer Alliance Program = thousands of upholsteries for any High Point chair (standard lead time)

\* Momentum Textiles = thousands of upholsteries for any High Point chair (standard lead time)

\* Customer's Own Material (COM) = standard lead time after receipt of fabric

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