



**Frank Parsons**  
**FEDERAL SOLUTIONS GROUP**  
*A Division of TSRC, Inc.*

Contract Number: **47QSEA20D008E**

**GENERAL SERVICES ADMINISTRATION**  
**FEDERAL SUPPLY SERVICE**  
**AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST**  
**(Terms and Conditions)**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The Internet address for GSA Advantage! is: [www.gsaadvantage.gov](http://www.gsaadvantage.gov)

**MAS Multiple Award Schedule Office Management - OS4 Office Products and Supplies**

<b>CONTRACTOR INFORMATION</b>	
Contract Number:	47QSEA20D008E
SIN:	3399400S4
Contract Period:	Aug 3, 2020 – Aug 2, 2025
Address:	14140 N WASHINGTON HWY ASHLAND, VA 23005-7237
Telephone:	(804) 412-2720
Fax:	(410)-510-1861
Company Website:	<a href="http://www.thesupplyroom.com">http://www.thesupplyroom.com</a>
Tax ID:	541474203
Cage Code:	2Y254
DUNS Number:	195583778
Socio-Economic:	Small business, Woman Owned business, Women Owned (WOSB)

**INFORMATION FOR ORDERING ACTIVITIES**



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**1 TABLE OF AWARDED ITEMS:**

3399400S4 OS4 Office Products and Supplies SIN

**2 MAXIMUM ORDER LIMITATION**

\$250,000

**3 MINIMUM ORDER LIMITATION**

\$100

**4 GEOGRAPHIC COVERAGE**

48 Contiguous United States, Washington DC,  
Alaska, Hawaii and Puerto Rico

**5 POINTS OF PRODUCTION**

Various, All TAA Compliant

**6 DISCOUNTS**

Prices herein are Net

**7 QUANTITY VOLUME DISCOUNTS**

None.

**8 PROMPT PAYMENT TERMS**

Net 30 Days

**9 GOVERNMENT CARDS ACCEPTED**

TSRC Inc will accept the Government purchase  
cards both above and below the micro-purchase  
threshold.

**10 FOREIGN ITEMS**

Various Countries of Origin. All TAA Compliant

**11A TIME OF DELIVERY**

4 Days ARO

**11B EXPEDITED DELIVERY**

N/A

**11C OVERNIGHT DELIVERY**

N/A

**12 FOB POINT**

CONUS: FOB Destination  
OCONUS: FOB Origin

**13 ORDERING ADDRESS**

14140 WASHINGTON HWY  
ASHLAND, VA 23005-7237  
Phone: 1-800-372-7766  
Fax: 410-510-1861

**14 PAYMENT ADDRESS**

TSRC INC  
PO BOX 791416  
Baltimore, MD 21279-1414

**15 WARRANTY**

Standard Manufacturer's  
Warranty Applies

**16 EXPORT PACKAGING**

None

**17 CREDIT CARD TERMS & CONDITIONS**

Payments accepted for all orders (No  
additional discounts)

**18 TERMS AND CONDITIONS OF  
MAINTENANCE & REPAIR**

Not Applicable

**19 TERMS AND CONDITIONS OF INSTALLATION**

Not Applicable

**20 TERMS AND CONDITIONS OF REPAIR  
PARTS & OTHER SERVICES**

Not Applicable

**21 LIST OF SERVICE AND DISTRIBUTION POINTS**

Defined at the Task Order level

**22 LIST OF PARTICIPATING DEALERS**

None

**23 PREVENTIVE MAINTENANCE**

Not Applicable

**24 DUNS NUMBER:**

195583778 CAGE CODE:  
2Y254

System for Award Management (SAM)  
Registered: YES



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## **RETURN & CANCELLATION POLICY**

**Returns:** Contractor shall allow the Government to return items in the original packaging and in saleable condition up to **30 days from the date the item was delivered**. Contractor shall provide a full refund, less any applicable restocking fee, for such item within 30 days of receipt of the returned item

**Restocking fees:** Contractor may assess a restocking fee of up to 10 percent of the item cost when the Contractor incurs additional costs due to customer ordering error. There shall be no restocking fees when the item is returned due to nonconforming item or Contractor error.

## **CONVENIENCE FEE POLICY**

A Convenience Fee of \$11.50 may be assessed for any order that does not meet the minimum order limitation of \$100.