

**SICO Brand Name Furniture Contract - Statewide
RFx # 3000021975**

Attachment B – Specifications

All products sold under the contract awarded from this solicitation shall be manufactured by SICO America, Inc. and in new, unused condition. The items must be purchased from SICO America, Inc. or an authorized SICO distributor, to ensure the full manufacturer's warranty. The bidder shall be capable of servicing all locations within Louisiana.

Right to Inspect:

The purchasing agency reserves the right to inspect and test the delivered merchandise for compliance with the bid specifications. If merchandise fails to meet the specifications, the cost of testing and inspection will be paid by the contractor. If the merchandise is in compliance, cost of all testing will be paid by the using agency.

Substitutions/Discontinued Items:

Only the brands and product numbers listed in the catalog submitted with the bid are approved for delivery under this contract. Any substitutions must receive prior written approval from the Office of State Procurement. The contractor shall notify the Office of State Procurement of any item in the approved catalog which is discontinued by the manufacturer. Any request for a replacement item of comparable value and quality shall be sent to the Office of State Procurement for review and approval.

Product Returns:

The contractor shall arrange for the return of all defective, damaged and/or non-compliant products received by the agency within ten (10) business days after receipt of an order. The contractor shall not charge a restocking, shipping or pickup fee for such.

Warranty:

Any manufacturer's warranties or guarantees normally offered on items covered under this contract shall be applicable.

Product Catalog Requirements for Submission with the Bid:

A. The catalog from which vendor's discount is quoted must be the most current catalog available at the time of the bid opening. The name and date of the catalog is to be entered as specified in the solicitation. Any terms and conditions contained in the contractor's catalog contrary to those of the State of Louisiana shall be null and void.

B. The vendor's catalog shall be dated and shall contain a full line of high quality, low maintenance furniture with the capability to withstand heavy everyday use and versatility. The catalog shall include detailed descriptions of the products and list prices including pictures sufficient for customers to easily select desired products.

C. The contractor shall make available to any ordering agency catalogs/price lists as awarded. Catalogs may be provided to agencies in hard copy, via digital storage media (USB flash drive), or via electronic distribution.

Price List Changes:

The price list bid shall remain firm and effective for the first three (3) months of the contract term. Price list changes will be considered during the remainder of the contract period and during any contract renewals.

Requests for price list changes must be submitted in writing by the Contractor to the Office of State Procurement and must be supported by sufficient documentation such as manufacturer's price increase, significant changes in the published market indicators for the industry, certified raw material cost data and/or any other substantiating information that may be requested by OSP. Upon receipt of the price escalation request, OSP reserves the right to accept the request, request additional information, negotiate the proposed increase, or reject the request outright. Any decision by the Office of State Procurement to grant or decline a request will be at the Office of State Procurement's sole discretion and the Office of State Procurement's decision shall be final.

Price list changes will not be effective until approval has been granted in writing by OSP. No retroactive adjustments to the price list will be allowed.

The Contractor shall immediately notify OSP of all manufacturer's price decreases and the State shall receive the full benefit of such decreases, effective the date in the manufacturer's announcement.