

# Vendor Information Sheet

Contract Information			
Statewide Contract Number		99999-SPD0000100-0091	
PeopleSoft Vendor Number		0000008852	Location Code
Vendor Name & Address			
<p>THE HON COMPANY <del>INC</del> LLC            200 Oak Street            Muscatine, IA 52761</p>			
<p><b>AWARDED CATEGORY:</b> C1 CASE GOODS RTA LAMINATE, C2 CS GOODS RTA STEEL, C3 CS GOODS RTA WOOD, C4 CS GOODS RTU LAMINATE, C5 CS GOODS RTU STEEL, C6 CS GOODS RTU WOOD, C9 MODULAR CAFETERIA TABLES, C11 MODULAR CLASSROOM FURNITURE, C14 MODULAR CONFERENCE RM FURNITURE, C17 MODULAR FREE STANDING, C18 MODULAR PANEL SUPPORTED &amp; ACCESS, C20 MODULAR SHELVING SYS, C21 MODULAR TASK LIGHTING/AMBIENT, C23 MODULAR VISUAL PRESENTATION, C24 MODULAR ACCESSORIES, C25 SEATING ARMLESS, BENCHES, CONFERENCE, ERGONOMIC, EXECUTIVE, FOLDING, GUEST, HIGH BACK, LOUNGE, LOW BACK, MID BACK, SIDE, STACKABLE, STOOLS, TASK, C26 VALUE ADDED RTU LAMINATE, C27 VALUE ADDED MODULAR FILLING, C28 VALUE ADDED SEATING ARMLESS, ERGONOMIC, EXECUTIVE, GUEST, HIGH BACK, LOW BACK MID BACK, STACKABLE</p>			
Contact Details			
Sales Contact		<p><b>Dena Bates</b>            200 Oak Street, Muscatine, IA 52761            Phone: 563-272-3932 Fax: 563-272-7384 Email:            contractmanager@honcompany.com</p>	
Ordering Information		<p>Orders may be placed via Team Georgia Marketplace Please review update at the end of documents.</p>	
Remitting Information		<p><b>The HON Company</b>  <b>PO Box 404422</b>  <b>Atlanta, GA 30384-4422</b></p>	
Payment Terms		Net 30 Days	
Bid Offer includes		State and Local Government	
Acceptable payment method		<p>Vendor will accept Purchase Orders and Purchasing Cards under this contract as permitted by current policies governing the Purchasing Card program.</p>	

## **NIGP CODES**

42008 --- Cafeteria Furniture, Chairs and Tables  
42059 --- Lounge Furniture, Upholstered  
42060 --- Lounge Furniture, Steel, Indoor  
42062 --- Lounge Furniture, Indoor: Fiberglass, Plastic, etc.  
42063 --- Lounge Furniture, Outdoor: Fiberglass, Plastic, Aluminum, etc.  
42064 --- Lounge Furniture, Indoor, Wood  
42084 --- Schoolroom Furniture, Metal: Cabinets, Chairs, Desks, etc.  
42086 --- Schoolroom Furniture; Plastic, Polypropylene, Fiberglass Type: Cabinets, Chairs, Desks, etc.  
42088 --- Schoolroom Furniture, Wood: Cabinets, Chairs, Desks, etc.  
42094 --- Toddler and Child Size Furniture  
42517 --- Data Processing Furniture, Metal and Plastic (For Storage Cabinets See Item 87)  
42009 --- Cafeteria Furniture, Booths  
42518 --- Data Processing Office Furniture, Wood (Not Storage Cabinets 42548 --- Furniture, Office (Custom Made)  
42558 --- Plastic, Polypropylene, Fiberglass Office Furniture: Chairs, Desks, Tables, etc.  
42577 --- Safety Step Stepladders (For Office Use)  
42583 --- Stands, Office Equipment and Machines  
42594 --- Work Stations, Modular, Systems Furniture  
45035 --- Glides, Furniture 42013 --- Children's Furniture (Incl. Stackable Types) (See 41054 for Hospital Types)  
42016 --- Dormitory Furniture, Metal: Wardrobes, Beds, Bunk beds, Desks, etc.  
42018 --- Dormitory Furniture, Plastic: Wardrobes, Beds, Bunk beds, Desks, etc.  
42020 --- Dormitory Furniture, Wood: Wardrobes, Beds, Bunk beds, Desks, etc.  
42030 --- Furniture, General (Custom Made) 42044 --- Institutional Furniture, All Types  
42056 --- Library Furniture: Book Trucks, Card Cabinets, Carrels, Chairs, Curb  
41555 --- Furniture, Laboratory (Custom Made) 42040 --- Household Furniture, General Line  
41513 --- Cabinets, Storage, Floor and Wall  
41539 --- Casework, Metal 42048 --- Library Shelving, Metal  
42052 --- Library Shelving, Wood 42096 --- Work Benches, Shop Desks and Tables  
42503 --- Bookcases and Bookshelves, Metal and Wood 42506 --- Chairs, Metal  
42507 --- Chairs, Wood  
42511 --- Counter, Work 42513 --- Credenza Unit, Metal 8  
41540 --- Casework, Wood 42514 --- Credenza Unit, Wood 42520 --- Desks and Tables, Metal  
42521 --- Desks and Tables, Wood  
42541 --- Filing Cabinets, Wood: Card, Lateral, Legal, and Letter  
42549 --- Hutches for Desks, Credenzas, etc.  
42553 --- Lockers, Storage (For Coats, Hats and Baggage)  
42554 --- Modular Panel Systems, (With Metal Connecting Mechanism)  
42556 --- Partitions, Free Standing, All Types, Stock Sizes 42587 --- Storage Cabinets, Data Processing  
41585 --- Stools, Laboratory  
42011 --- Casework and Cabinets, Custom, All Types  
42024 --- Folding Chairs, Tables, and Chair Trucks, Metal  
42028 --- Folding Chairs and Tables, Wood

## Ordering Instructions

Customers not on Team Georgia Marketplace (TGM) can place orders by either of the following methods:

1. Follow this link to obtain registration information if this is your first time on the website:  
<http://www.hon.com/getdoc/00c390a8-6eed-4e17-a6bf-b2b941b6c072/State-Of-Georgia-Servicing-Dealers.aspx>
2. Phone orders may be placed by dialing: The Suppliers phone number
3. Purchase Orders may be faxed to: The Supplier(s) fax number

Customers transitioned onto Team Georgia Marketplace (TGM) should follow the instructions outlined in the TGM training materials.

Category + Subcategory
C1 - Case Goods - Ready to Assemble + Laminate
C2 - Case Goods - Ready to Assemble + Steel
C3 - Case Goods - Ready to Assemble + Wood
C4 - Case Goods - Ready to Use + Laminate
C5 - Case Goods - Ready to Use + Steel
C6 - Case Goods - Ready to Use + Wood
C7 - Modular + Bolt Down Furniture (i.e. Classroom Tables)
C8 – Modular + Book Store Fixtures
C9 - Modular + Cafeteria Tables
C10 - Modular + Carrels/Library
C11 - Modular + Classroom furniture
C12 - Modular + Outdoor Furniture - No Response received for this Category
C13 - Modular + Computer/LAN Storage
C14 - Modular + Conference Room Furniture
C15 - Modular + Demountable Movable Walls
C16 - Modular + Dormitory Residential Hall/Group Home
C17 - Modular + Free Standing
C18 - Modular + Panel Supported & Related Accessories
C19 - Modular + Filing Storage (To be mounted on Tracks for High Density Systems)
C20 - Modular + Shelving System
C21 - Modular + Task Lighting/Ambient Lighting
C22 - Modular + Technical Furniture (work benches, Mobile Carts, Book Trucks)
C23 – Modular + Visual Presentation System
C24 – Modular Accessories
C25 – Seating + General (Chairs-Armless, Conference, Ergonomic, Executive, Folding, Guest, High Back, Mid Back, Low Back, Lounge, Side, Stackable, & Tasks, Benches, Stools)
C26 – Value Added Case Goods – Ready to Use
C27 – Valued Added Modular + Filing
C28 – Valued Added Seating + Chairs Armless, Ergonomic, Executive, Guest, High Back, Mid Back, Low Back, Stackable)

CONTRACT RENEWAL  
#1 Effective: 2/3/19 to  
2/2/20  
Contract Extension: 2/3/2020  
to 2/2/2021  
Contract Extension  
2/2/3/2021 to 2/2/2022

HON Customer Experience has made some changes with ordering process. If an agency is working with a dealer, we do recommend they send their order to the dealer to place on their behalf. It is still an order placed between the agency and HON, the dealer is just doing us a favor by entering it into our electronic system. HON will still be sending the Agency an Order Acknowledgement and sending the Invoice from HON to the agency. It just makes for a cleaner, more efficient and quicker process when the order is entered into the HON electronic ordering system.

Dealers do this as a benefit to HON. The order is still made out to HON.