

# STATE OF MONTANA TERM CONTRACT

Department of Administration  
State Procurement Bureau  
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Helena, MT 59620-0135  
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**T.C. #: NASPO ValuePoint  
#MA147**  
**Title: Office Furniture**  
**This is a non-exclusive contract.**

CONTRACT TERM	FROM	November 1, 2015	CONTRACT STATUS	NEW ( )
	TO	October 31, 2017		RENEW (x) 1 <sup>st</sup> Renewal, 3 <sup>rd/4th</sup> Years
VENDOR ADDRESS	Steelcase Inc. 901 44 <sup>th</sup> Street SE Grand Rapids, MI 49508		ORDER ADDRESS	
ATTN:	Don Squires		ATTN:	
PHONE:	801-381-0952		PHONE:	
FAX:	801-355-2713		FAX:	
E-MAIL:	<a href="mailto:Dsquire1@steelcase.com">Dsquire1@steelcase.com</a>		E-MAIL:	

PRICES: Discount Matrix Per NASPO ValuePoint Agreement

DELIVERY: FOB Destination

TERMS: Net 30 Days

REMARKS: Click here to view a list of authorized Steelcase dealers in Montana.

NASPO ValuePoint # MA147

  
Tom Hastings, CONTRACTS OFFICER

DATE: November 1, 2015

**AUTHORIZED SIGNATURE**

# NASPO VALUEPOINT COOPERATIVE PURCHASING ORGANIZATION OFFICE FURNITURE

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This document represents an overview of the NASPO ValuePoint Cooperative Purchasing Organization for Office Furniture. This document is not intended to replace or append the contract, rather to provide an overview and summary of the agreement.

## 1.0 BACKGROUND

The State of Montana is a member of the NASPO ValuePoint Cooperative Purchasing Organization, which establishes the means by which participating states may join together in cooperative multi-state contracting in order to achieve cost-effective and efficient acquisition of quality products and services. This contract is a result of cooperative procurement conducted by the State of Utah on behalf of NASPO ValuePoint.

## 2.0 PURPOSE

The purpose of this contract is to provide state agencies and all registered cooperative purchasing organizations with an expedited means of obtaining Office Furniture.

## 3.0 NON-EXCLUSIVE CONTRACT

The intent of this contract is to provide state agencies with an expedited means of procuring supplies and/or services. This contract is for the convenience of state agencies and is considered by the State Procurement Bureau to be a "Non-exclusive" use contract. Therefore, agencies may obtain this product/service from sources other than the contract holder(s) as long as they comply with Title 18, MCA, and their delegation agreement. The State Procurement Bureau does not guarantee any usage.

## 4.0 LIAISON

The primary contractor contact for this participating addendum is as follows:

Steelcase Inc.  
Don Squires  
901 44th Street SE  
Grand Rapids, MI 49508  
Phone: 801-381-0952  
Fax: 801-355-2713  
Email: [Dsquire1@steelcase.com](mailto:Dsquire1@steelcase.com)

State Liaison  
Tom Hastings, Contracts Officer  
State of Montana,  
State Financial Services Division, State Procurement Bureau  
125 N. Roberts, Mitchell Bldg., Room 107  
Helena, MT 59620  
Phone: 406-444-0338  
Fax: 406-444-2529  
Email: [thastings@mt.gov](mailto:thastings@mt.gov)

**NASPO VALUEPOINT COOPERATIVE PURCHASING ORGANIZATION  
OFFICE FURNITURE**

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**5.0 ORDERING PROCEDURE**

All orders should contain the following (1) Mandatory Language "PO is subject to NASPO ValuePoint Contract # MA147" (2) Your Name, Address, Contact, & Phone-Number (3) Purchase order amount, itemized list of accessories of the service contract. Please channel PO through an authorized dealer so they can arrange for proper ordering and installation of your unit.

Purchase Orders will be made out to Steelcase Inc., not the dealer/reseller.

**6.0 CONTRACT TERM**

This contract took effect on October 17, 2012 and will terminate on October 31, 2017. (Mont. Code Ann. § 18-4-313.)

**7.0 CONTRACT RENEWAL**

This contract may, upon mutual agreement between the parties and according to the terms of the existing contract, be renewed for one, two year renewal.