

Equalis Group & ODP Business Solutions Master Agreement Quick Facts

Contract #: R10-1128A

Lead Agency: Region 10 ESC

Effective Date: 03.01.2022

Renewable Through: 02.28.2027



Contract Overview

An all-inclusive product and service offering extending beyond traditional office and school supplies. Equalis Group members may also purchase:

Paper	Toner
Off-site printing	Furniture
Technology	Breakroom items
Janitorial supplies	Promotional products

Master Core List

Significant discounts on over 900 of the most frequently purchased office & school supply items nationwide for Equalis Group members.

Custom Core List

Equalis Group members also have the ability to establish their own Custom Core list with an unlimited number of curated items to meet their specific needs.

- Additional discounts on each member's frequently purchased items, which may be updated quarterly.
- No limitations to the number or types of items that can be added to each member's Custom Core List.

Discounting For Non-Core Items

- **Business Select Items** - 20% discount from published pricing; approximately 2,000 items.
- **Education Items** - 10% discount from published pricing.
- **Full Line Items** - 10% discount from published pricing.

Web prices validated at odpbusiness.com.

Master Core List Pricing & Composition

- The Master Core List pricing may be updated monthly based upon cost justification letters provided to Region 10, the Equalis Group Lead Agency.
- Region 10 and ODP Business Solutions update the product composition of the Master Core List annually to reflect current trends and market conditions.

Delivery

- Free next business day delivery on qualified orders of \$50 or greater.
- Special handling fees may apply to oversized items, expedited deliveries, and deliveries to Alaska, Hawaii & Puerto Rico.

Payment Terms

- Net twenty (20) billing.
- Consolidated monthly billing available.

Return Policy

- 30-day return for full refunds or replacements on most items.
- 14-day return for full refunds or replacements on furniture, computers, and business machines in original packaging and with all accessories.

No returns or exchanges on special order products, cleaning, sanitation, breakroom, safety (including PPE), facility, and other related products and supplies.

Federal Funds Eligibility

Region 10, the Equalis Group Lead Agency, awarded this contract through a rigorous procurement process that followed the requirements of Uniform Guidance.

- Publicly procured, competitive solicitation.
- Price analysis performed.
- ODP Business Solutions completed the Federal Funds Certification Form.

Getting Started

ODP Business Solutions Representative

Name: Jennifer Jimenez

Phone: 408.603.9011

Email: Jennifer.Jimenez@odpbusiness.com