

Equalis Group & ODP Business Solutions: Agreement Quick Facts

A powerful office supplies solution for every organization.

Contract Number: OS-1010



Annual Spend Rebate

- 1% rebate on qualifying Spend of at least \$2,500.
- Rebate percentage will increase as the amount of Spend going through the Equalis Group & ODP Business Solutions agreement increases.

“Spend” refers to the cumulative paid-for purchases under the Equalis & ODP Business Solutions Program, net of taxes, shipping costs, returns, discounts, credits, employee purchases under any type of purchasing program, postage, shipping, and mailing services, noncatalog technology items, gift cards, and warranties.

Master Core List

Master Core List: 1,400+ items extending beyond traditional office supplies, also including:

- Paper/Copy/Print/Finishing.
- Janitorial Supplies/Breakroom Items.
- Furniture.
- Technology.
- Promotional Products.

“Master Core” items include the most frequently purchased items nationwide in each category above.

Custom Core List

- Equalis Group members can establish a Custom Core List, which may be updated quarterly, with aggressive pricing on items they purchase most frequently.
- There are no limitations to the number or types of items that can be added to each member’s Custom Core List.

Non-core List Items

- 20% discount on the 2,500-item Business Select Catalog (BSC), the most commonly purchased items nationwide.
- 10% discount on the 9,000-item Business Solution Division (BSD) Catalog, the next most commonly purchased items nationwide.

“Contract Pricing” Hold Period

- 12-month pricing hold period for all master core and custom core items.
- 3-month pricing hold period on paper and toner.

Equalis Group reviews and approves any proposed price changes and provides advance notice to program participants of any approved price changes.

Employee Pricing Program

- Equalis Group & ODP Business Solutions discounts may be extended for personal purchases to employees, family, and friends.

Delivery

- Free next day delivery on catalog items.
- No minimum order size.
- No small order fee.

Payment Terms

- Net thirty (30) billing.
- Consolidated monthly billing available.

Return Policy

- Thirty (30) day return limit for replacements or full refunds on in-stock items.
- Fourteen (14) day return limit for furniture, computers, and business machines for exchanges or full refunds.

No returns or exchanges on special order products, including items not stocked in one of ODP Business Solutions’s warehouses and/or indicated as “special order”.

Contact ODP Business Solutions

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