

## TERMS AND CONDITIONS

The following Business Terms and Conditions are required of all furniture dealers bidding on the project and will represent the basis of your proposal and a Furniture Purchasing Agreement with TECO.

- 1) The furniture dealer will provide temporary furniture of comparable quality and design to that ordered at no cost to TECO if delivery dates are not met (excluding force majeure).
- 2) The furniture dealer will allow a net deposit of 50% of order at order entry/ 40% upon delivery and 10% upon completion of punch list.
- 3) The furniture dealer will perform site visits to verify furniture fit and location of power/cabling in-feeds during construction.
- 4) The furniture dealer be onsite regularly to oversee product installation.
- 5) The furniture dealer will regularly attend coordination meetings. Meetings may be in person if required to address field conditions or to coordinate with the construction.
- 6) The proposed pricing is inclusive of freight, installation, electrical permits, and dealer fees to perform all the requirements in the RFP Section E items 1-8.
- 7) The manufacturer guarantees that the proposed private office furniture, workstations, task seating, conference seating and conference tables will be available for a minimum of ten (10) years from the date of installation.
- 8) The manufacturer guarantees that products are manufactured in compliance with California codes and regulations.

Accepted and Agreed:

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Printed name and title

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Signature

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Date