



### The Florida State University Purchasing Services Contract Summary Sheet

Commodity: Furniture: Office & Files – OFS; JSI; ALLSEATING; HAWORTH; SitOnIt SEATING	Contract #: S/C 425-001-06-1
Vendor: Accent Office Interiors	Effective Date: March 1, 2010
OMNI Vendor ID#: 0000001272	DMBE Certified: M (Certified American Woman)
Address: 2108-3 Gilliam Lane Tallahassee, FL 32308	Payment Terms: Net/30
Contact: Bob Wilgus or John Chipley	Purchasing Card Can Be Used: ONLY FOR A SINGLE ITEM – EMERGENCY BASIS
Phone: 850-386-5201	Fax: 850-386-1615
E-Mail: <a href="mailto:JOHN@ACCENTOFFICE.COM">JOHN@ACCENTOFFICE.COM</a>	Website: <a href="#">OMNI Login Page</a> This is an EMarket vendor this is the first & main login. You should use this unless the order falls in one of the other methods.
Purchasing Specialist:	Procure to Pay Team: Purchasing: Joyce Cordell ( <a href="mailto:jcordell@admin.fsu.edu">jcordell@admin.fsu.edu</a> ) Accounts Payable: Mike Anestor ( <a href="mailto:manestor@admin.fsu.edu">manestor@admin.fsu.edu</a> )
Contract Information: Bob Wilgus – cell #850-251-6930 OR John Chipley – cell #850-980-4753	
<b>Note:</b> S/C established discounts off list prices. Installation costs: negotiable per installation	
* <b>EMarket is the only way to purchase with this vendor.</b> Any orders sent to Purchasing not done through the EMarket system will be canceled. We will contact you to let you know the order was canceled (will show as canceled in Manage Requisitions also) and to go through EMarket to place order.	
* <b>The P-Card is the second way to purchase from this vendor.</b> If the order is under \$50 and you have a p-card this is the way you should order. The web site for ordering with the p-card is <a href="http://www.accentoffice.com">www.accentoffice.com</a>	
* <b>Entering a requisition manually is the third way to order from this vendor.</b> If an item you are wanting to purchase is not in the EMarket system or if you are purchasing large volume of a single item you will need to manually enter a requisition.	
Summary Sheet #:	Updated: July 22, 2008