143 S. Jackson Street • Elkhorn, WI 53121-1911
palmerHamilton.com

STATE OF MISSISSIPPI FURNITURE CONTRACT

Contract #: 8200086200 - Furniture
Effective Dates: July 1, 2026 - June 30, 2027 (no additional renewal periods)

SCOPE OF CONTRACT

Palmer Hamilton has been awarded a State of Mississippi negotiated contract for furniture through the Department of Finance and Administration, Office of Purchasing, Travel and Fleet Management. This contract is available to authorized State of Mississippi purchasers in accordance with State purchasing requirements.

Categories include:

- Cafeteria furniture and school furniture
- Seating, lounge furniture, and dormitory furniture
- Modular office furniture
- Library shelving and related items
- Wooden desks and wooden credenzas
- Outdoor furniture and related furniture solutions

PRICING & DISCOUNTS

- Dock Delivered: 50% off list price, FOB Destination, with freight prepaid to dock only
- Delivered & Installed: 40% off list price, FOB Destination, including freight, delivery, inside placement, standard installation, and debris removal
- Pricing is firm for the contract term; price increases are not allowed during the contract period
- Freight charges for orders under $1,000 may be added with supporting documentation
- Typical lead time: 8-10 weeks after receipt of order (ARO), based on product selection, order size, and project scope
- Payment Terms: Net 45 days from receipt of invoice, or in accordance with State of Mississippi requirements

ORDERING & INVOICING

Palmer Hamilton issued quotations should be used as the official contract pricing document. Purchase orders should reference the applicable Palmer Hamilton quote number to help ensure pricing accuracy, scope alignment, and efficient order processing.

Purchase orders should reference the following:

1. State of Mississippi Furniture Contract Number: 8200086200
2. RFx Number: 3130002292
3. Palmer Hamilton quote number

Customers may request quotes through Palmer Hamilton or an approved Palmer Hamilton dealer/distributor. Ordering and invoicing details should be confirmed at the quote stage.

QUOTE REQUIREMENTS

Quotes should identify the applicable pricing method: Dock Delivered or Delivered & Installed. Dock Delivered orders include delivery to the receiving dock only. Delivered & Installed orders include freight, delivery, inside placement, standard installation, and debris removal.

Ordering Address:
Palmer Hamilton LLC
143 S. Jackson Street
Elkhorn, WI 53121
contracts@palmerhamilton.com | 800-788-1028

APPROVED DEALERS

Customers may work directly with Palmer Hamilton or one of the approved dealers/distributors listed below.

- Hertz Furniture
- Interior Elements
- Marketing Agents South
- Commercial Business Interiors
- School & Office Products of Arkansas
- The Library Furniture Guy
- Schools In
- Androth LLC
- Kay-Twelve, LLC
- Holland Heritage Furniture
- Gulf Coast Business Furniture & Supply Company, Inc.

QUICK DEALER CHECKLIST

✓ Confirm the customer is an authorized State of Mississippi purchaser

✓ Use the approved contract pricing method: Dock Delivered or Delivered & Installed

✓ Reference Contract #8200086200, RFx #3130002292, and the Palmer Hamilton quote number

✓ Final PO should match the approved Palmer Hamilton quotation

✓ Do not use an unapproved dealer/distributor for Mississippi contract orders

KEY TERMS & EXCLUSIONS

- All shipments must be FOB Destination.
- Products must be new and current models unless clearly noted otherwise.
- Orders are subject to approved submittals, where applicable, and standard manufacturing tolerances.
- Product and dealer/distributor additions or deletions are allowed only during designated State addendum periods.
- The first addendum period is during the first five business days of the contract. The second addendum period is November 1-15, with approved changes effective January 1.
- Price changes are not allowed during the contract term or during addendum periods.

CONTRACT CONTACTS

Palmer Hamilton Contracts Manager:
Pamela Gannon | contracts@palmerhamilton.com | 800-788-1028 ext. 919

Contract Agency:
State of Mississippi Department of Finance and Administration
Office of Purchasing, Travel and Fleet Management