

COUNTY OF MONMOUTH  
STATE OF NEW JERSEY

FURNISH AND DELIVER MISCELLANEOUS OFFICE PRODUCTS AND SUPPLIES FOR  
VARIOUS MONMOUTH COUNTY DEPARTMENTS FOR THE PERIOD MARCH 1, 2021 THROUGH  
FEBRUARY 28, 2023 F-67-2021

**INCLUDES:**

NOTICE TO BIDDERS  
GENERAL CONDITIONS  
EEO LANGUAGE  
EEO QUESTIONNAIRE  
BUSINESS REGISTRATION REQUIREMENTS  
STATEMENT OF OWNERSHIP  
IRAN DISCLOSURE FORM  
AMERICANS WITH DISABILITIES ACT

NON-COLLUSION AFFIDAVIT  
ADDENDUM ACKNOWLEDGMENT  
BID DOCUMENT CHECKLIST  
REQUEST FOR BID  
ADDITIONAL SPECIFICATIONS (if any)  
SIGNATURE PAGE  
ANTI-DISCRIMINATION IN EMPLOYMENT

AUTHORIZED: May 14, 2020

ADVERTISED: January 28, 2021

**THOMAS A. ARNONE**  
DIRECTOR OF THE BOARD OF COUNTY COMMISSIONERS

**MARION MASNICK**  
CLERK OF THE BOARD

**TERI O'CONNOR**  
COUNTY ADMINISTRATOR

**HELEN P. FIORE**  
DIRECTOR OF PURCHASING

**NAME OF BIDDER:** United Sales USA Corp

**ADDRESS:** 185 30th street

Brooklyn, NY 11232

**Phone:** 718-709-5900 **Fax:** 718-709-7705

**PLEASE INCLUDE ONE (1) UNBOUND ORIGINAL BID WITH SIGNATURE(S) AND TWO COPIES**

## PROPOSAL PAGE

CATEGORIES	EXAMPLE OF ITEMS (Not limited to what is listed)	PERCENTAGE (%) DISCOUNT	
1	<b>Cleaning &amp; Sanitation</b>	Cleaning Products, Cleaning Tools & Supplies, Hand Soaps & Dispensers, Restroom Supplies, Towels & Tissues, Wipes	41%
2	<b>First Aid, Healthcare, Safety &amp; Security</b>	Crowd Control, Eye, Ear & Face Protection, Fire Protection, Locks & Mirrors, Personal Protection Equipment, Safety Vests, Sorbents, Two-Way Radios, Work Gloves	41%
3	<b>Furniture</b>	Bookcases, File Cabinets, Computer Furniture, Meeting Room, Office Suites, Privacy Panels, Reception Room, Seating, Sit/Stand, Storage Systems, Tables and Drafting Tables	41%
4	<b>Miscellaneous Equipment</b>	Hand Trucks, Carts, Step Stools & Ladders, Surge Protectors & Power Supplies, Waste Can Liners, Waste Receptacles, Shredders, Tools, Trimming Boards, Mail Carts, Box Cutters, Lamps, Lightbulbs, Coat Racks & Hangers	41%
5	<b>Office Supplies</b>	Floor, Fatigue and Chair Mats, Catalog Racks, Clipboards, Clips, Clocks, Batteries, Erasers, Flashlights, Art Supplies, Cash Handling, Pads & Holders, Paper Pads, Pencils, Pencil Sharpeners, Pens, Highlighters & Markers, Printing Supplies & Ribbons, Hole Punches, Notebooks, Report Covers, Rubber Bands, Rulers, Scissors, Sheet Protectors, Signs, Stamps, Staplers, Binders, Binding Systems, Boards & Easels, Books, Business Cases, Magnifiers, Calendars, Tape & Dispensers, Time Cards, Envelopes, Expanding Files, Fans, Heaters, File Folders, File Jackets & Wallets, File Storage Boxes, Flags, Forms, Frames, Portable Files, Wall Files, Indexes, Literature Files & Organizers, Literature Holders & Suggestion Boxes, Literature Racks & Displays, Roll and Flat Files, Desk Accessories, Glues & Adhesives, Boxes, Tape, Tubes & Wrapping Paper, Cushions & Bubblewrap, Folders, Labels, Moisteners, & Padded Mailers, Copy Holders, Correction Supplies, Badges & Accessories, Card Filing & Cards, Key Control, U.S. Flags	41%
6	<b>Various Computer &amp; Electronic Equipment, Accessories &amp; Supplies</b>	Cables, Keyboards & Drawers, Mice, Monitor Filters, Mouse Pads, Routers, Security, Speakers & Webcams, Stands, Data Storage, Dictation Equipment, Headsets, Calculators, Projectors, Public Address Systems, Tablet/Smartphone Accessories, Cases, Keyboards, Mobile Charging, Stands, Stylus Pens, Tags & Pricemarkers, Telephones, Time Clocks, Web Cameras	
<b>TOTAL OF PERCENT DISCOUNTS APPLIED (1-6)</b>			205%
<b>DIVIDE TOTAL PERCENT DISCOUNTS BY SIX = AVERAGE FINAL TOTAL DISCOUNT</b>			41%

**EXCLUSIONS ARE AS FOLLOWS:**

- PRINTER CARTRIDGES (ink, toner & laser)
- XEROGRAPHIC PAPER
- BREAKROOM AND KEURIG ITEMS