Hertzberg-New Method, Inc.  
dba Perma-Bound Books  
Phone: 800-637-6581  
Fax: 800-551-1169  
Email: bids@perma-bound.com  
www.perma-bound.com

Contract Number: GS-02F-0177X  
Contract Period: June 6, 2011 through June 5, 2021  
Business Size: Small Business

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The Internet address for GSA Advantage! is: http://www.gsaadvantage.gov.
Hertzberg-New Method, Inc. dba Perma-Bound Books
617 E. Vandalia Road, Jacksonville, IL 62650
Toll Free: 800-637-6581 Toll free fax: 800-551-1169
Perma-Bound orders from over 1,000 unique publishers. We list over 600,000 titles on
our website and offer Audiobooks, Interactive Audiobooks, Databases, DVDs, CDs, and
Ebooks. Books in our Perma-Bound bindings are unconditionally guaranteed. We are the
sole source for Perma-Bound books. Processing is available for every title we offer.
MARC records provided at no charge. Our complete listing of titles and pricing is
available on our website: www.perma-bound.com
Business size: Small Business

Customer Information:
1a. Table of awarded special item number(s) with appropriate cross-reference to item
descriptions and awarded price(s)
760-1 Books and Pamphlets
760-4 On-Line Bookselling Services and Associated Items
760-6 Entertainment, News, and Library Media

1b. Identification of the lowest price model number and lowest unit price for that
model for each special item number awarded in the contract. That price is the
Government price based on a unit of one, exclusive of any quantity/dollar volume,
prompt payment, or any other concession affecting price. Those contracts that
have unit prices based on the geographic location of the customer, should show
the range of the lowest price, and cite the areas to which the prices apply.
Not Applicable. See website for pricing information

1c. If the Contractor is proposing hourly rates, a description of all corresponding
commercial job titles, experience, functional responsibility and education for
those types of employees or subcontractors who will perform services shall be
provided.
Not Applicable
2. Maximum order
   $1,000,000.00
3. Minimum order
   No minimum order amount required
4. Geographic coverage
   Worldwide
5. Points of production
   United States of America
6. Discount from list price or statement of net price
   The prices on our website are already discounted from publisher’s list price up to 30%. The final discounted price will be reflected on our website accessed through GSA Advantage.
7. Quantity discounts
   Quantity for units: None
8. Prompt payment terms
   None. Terms: Net 30 days
9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold.
   No minimum order amount required. Government purchase cards are accepted for any amount.
9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold.
   Government purchase cards are accepted above the micro-purchase threshold.
10. Foreign items (list items by country of origin)
    Not applicable
11a. Time of delivery
    30 days for domestic orders
11b. Expedited delivery. The contractor will insert the sentence “items available for expedited delivery are noted in this price list “under this heading”. The Contractor may use a symbol of its choosing to highlight items in its price lists that have expedited delivery.
    Expedited: 15 days
11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery.
    The schedule customer may contact Perma-Bound for rates for overnight and 2-day delivery.
11d. Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery.
    For “Urgent Requirements” please contact Perma-Bound to effect a faster delivery.
11d. Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery. 

For “Urgent Requirements” please contact Perma-Bound to effect a faster delivery.

12. F.O.B. point(s)
All domestic destinations

13a. Ordering address:
Hertzberg-New Method, Inc. dba Perma-Bound Books
617 E. Vandalia Road
Jacksonville, IL 62650

13b. Ordering procedures: For supplies and services, the ordering procedures, Information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8 405-3

14. Payment address
Hertzberg-New Method, Inc. dba Perma-Bound Books
617 E. Vandalia Road
Jacksonville, IL 62650

15. Warranty provision
Books in Perma-Bound bindings are unconditionally guaranteed. If you are ever dissatisfied with a book in our Perma-Bound binding, we will replace it. Books in Original Publisher’s Hard Cover bindings are guaranteed for one year. Paperback editions are guaranteed for 60 days from publisher’s defects.

16. Export packing charges, if applicable
Not Applicable

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level)
We will accept the Government purchase card up to $1,000,000.

18. Terms and conditions of rental, maintenance, and repair
Not applicable

19. Terms and conditions of installation
Not applicable

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable).
Not applicable

20a. Terms and conditions of any other services (if applicable)
Processing available if requested:
Call our Customer Care Department for processing options and costs.
Marc Records free

21. List of service and distribution points (if applicable)
Jacksonville, IL

22. List of participating dealers (if applicable)
Not applicable.

23. Preventive maintenance (if applicable)
Not applicable.
24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants)

The following products used in our binding process are recyclable:
Binder’s Board – 100% recyclable
Spine Strips – 75% recyclable
Endsheets - 100% recyclable
Adhesive – 100% recyclable
Our packing cartons are 90% recyclable

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor’s website or other location.) The EIT standards can be found at www.Section508.gov/.

Not applicable

25. Data Universal Number System (DUNS) number.

**DUNS Number: 00-522-8721**

26. Notification regarding registration in Central Contractor Registration (CCR) database.

**Hertzberg-New Method, dba Perma-Bound Books is registered in the CCR Database.**

27. Orders outside of the U.S. require prepayment. APO and FPO are excluded.