

SWC# 562 Lab Supplies (NASPO)
Contract Information and Usage Instructions

Contract Period: This contract begins on April 8, 2024 and ends on February 28, 2029. The contract may be extended to April 7, 2032.

Summary/Background Information: This contract with VWR is for Lab Supplies. The State of Tennessee signed a participating addendum with NASPO to join this cooperative contract. The other lab supplies contract with Fisher Scientific is on SWC563 with Omnia Partners. **SWC 562 is for VWR only.**

NASPO website: <https://www.naspovaluepoint.org/portfolio/laboratory-equipment-and-supplies-2024-2032/vwr/>

State Contact Information

Contract Administrator:

DeRenne Raley
Category Specialist
Central Procurement Office
(615) 251-5173
DeRenne.Raley@tn.gov

Additional State Contacts

Laitin Beecham
Commodities Team Lead
Central Procurement Office
p. 615-291-5794 c. 615-626-4960
Laitin.Beecham@tn.gov

Vendor Contact Information:

Company Name: VWR International LLC
Edison Contract Number: 82232

Supplier Primary Contact Information:

Ginger Heldreth
Business Development Specialist, Federal and State Government
1-865-518-3631
Email: ginger.heldreth@avantorsciences.com

Supplier Secondary Contact Information:

Rebecca Richey
Manager, Government Contracts & Compliance
Rebecca.Richey@avantorsciences.com
(949) 510-4566

Usage Instructions:

- You can access products through TN SmartShop or by getting a quote and creating a purchase order.
- Please see the Scope of Work for all product categories.
- No minimum order on this contract.
- This is a Statewide Contract and is open to all State Agencies and Authorized Users.
- Shipping and Delivery Terms (from Master Agreement):

VIII. Shipping and Delivery

- 8.1 Shipping Terms.** All deliveries will be F.O.B. destination, freight pre-paid, with all transportation and handling charges paid by the Contractor.
- 8.1.1** Notwithstanding the above, responsibility and liability for loss or damage will remain the Contractor's until final inspection and acceptance when responsibility will pass to the Purchasing Entity except as to latent defects, fraud, and Contractor's warranty obligations.
- 8.2 Minimum Shipping.** The minimum shipment amount, if any, must be contained in the Master Agreement. Any order for less than the specified amount is to be shipped with the freight prepaid and added as a separate item on the invoice. Any portion of an Order to be shipped without transportation charges that is back ordered will be shipped without charge.
- 8.3 Inside Deliveries.** Delivery is FOB Destination, inside delivery, to the Purchasing Entity's specified address unless otherwise agreed to by Purchasing Entity.. Inside Delivery refers to a delivery to a location other than a loading dock, front lobby, or reception area. Specific delivery instructions will be noted on the order form or Purchase Order. Costs to repair any damage to the building interior (e.g., scratched walls, damage to the freight elevator, etc.) caused by Contractor or Contractor's carrier will be the responsibility of the Contractor. Immediately upon becoming aware of such damage, Contractor shall notify the Purchasing Entity placing the Order.
- 8.4 Packaging.** All products must be delivered in the manufacturer's standard package. Costs must include all packing and/or crating charges. Cases must be of durable construction, in good condition, properly labeled and suitable in every respect for storage and handling of contents. Each shipping carton must be marked with the commodity, brand, quantity, item code number and the Purchasing Entity's Purchase Order number.

Requisition and Purchase Order Generation:

For information on how to create a requisition and/or purchase order please click on the "Agency Upgrade User Guide" link on the following page:
<http://tn.gov/generalservices/article/agency-reference-material>.

Billing and Payment Instructions:

Follow your agency specific rules for billing and payments.

Asset and Inventory Management:

Not Applicable