

Government F.A.Q.

[Where should orders be sent?](#)

[What is KI's Federal ID Number?](#)

[What is KI's CAGE Code?](#)

[What is KI's Data Universal Number System \(DUNS\) Number?](#)

[Is KI Registered on Central Contractor Registration database?](#)

[Is KI a large or small business?](#)

[Does KI accept Government purchase card orders?](#)

[Does KI accept faxed orders?](#)

[Does KI accept open market orders?](#)

[Does KI accept orders for overseas destinations?](#)

[Can I get products on an expedited basis?](#)

[What is KI's policy on revised orders?](#)

[What are KI's current lead-times?](#)

[Are KI products available on GSA Advantage?](#)

[Does KI engage in Contractor Teaming Arrangements?](#)

[Are KI products available via leasing?](#)

[Where can I get up to date price lists, sell sheets, and general literature?](#)

[Who is my KI sales representative?](#)

[Which Federal Government affiliate organizations is KI a member of?](#)

Q: Where should orders be sent?

A: Orders for KI Contracts should be sent to:

KI or KI c/o Dealer Name

1330 Bellevue Street

PO. Box 8100

Green Bay, WI 54308-8100

Attention: GSA Dept.

Fax Orders

Orders may be sent to KI via FAX. Use the 800 numbers for order faxing. The FAX numbers are:

800/765-2734 (USA & Canada)

920/468-2734 (International)

[Back To Top](#)

Q: What is KI's Federal ID Number?

A: K I's Federal ID Number is 39-1375589

[Back To Top](#)

Q: What is KI's CAGE Code?

A: 9J388

[Back To Top](#)

Q: What is KI's Data Universal Number System (DUNS) Number?

A: 032672651

[Back To Top](#)

Q: Is KI Registered on Central Contractor Registration database?

A: Yes

[Back To Top](#)

Q: Is KI a large or small business?

A: KI is a large business.

[Back To Top](#)

Q: Does KI accept Government purchase card orders?

A: Yes, KI accepts Government purchase card orders that are above or below the micro purchase threshold.

[Back To Top](#)

Q: Does KI accept faxed orders?

A: Yes. Please fax your order to the Federal Government Sales/Customer Service Department at 920/468-2734 or 800/765-2734

[Back To Top](#)

Q: Does KI accept open market orders?

A: KI accepts open market (non-contract) orders at competitive pricing. Please contact your KI Sales Representative.

[Back To Top](#)

Q: Does KI accept orders for overseas destinations?

A: Yes. The geographic coverage (delivery) area for the KI GSA contracts is within the 48 Contiguous United States and the District of Columbia. The F.O.B Points are F.O.B. Point of Embarkation for orders placed by overseas destinations. Ocean freight charges are the responsibility of the government client.

[Back To Top](#)

Q: Can I get products on an expedited basis?

A: Yes. KI offers select products on a "quick ship" program. Please contact your KI sales representative for further details.

[Back To Top](#)

Q: What is KI's policy on revised orders?

A: Orders requiring changes to the product or additional options will not incur additional costs unless orders have been processed. Orders revised after being manufactured are subject to additional up-charges.

[Back To Top](#)

Q: What are KI's current lead-times?

A: In an effort to best serve our customers needs, KI evaluates it lead-times for the various products each week based on current orders in house, inventory levels, etc. Please contact your KI Sales Representative or your KI Customer Service representative for current lead-times.

[Back To Top](#)

Q: Are KI products available on GSA Advantage?

A: Yes, Please visit the GSA Advantage website at www.gsaadvantage.gov.

[Back To Top](#)

Q: Does KI engage in Contractor Teaming Arrangements?

A: Yes, KI may elect to engage in Contractor Teaming Arrangements on a project-by-project basis.

[Back To Top](#)

Q: Are KI products available via leasing?

A: Yes, please contact your KI Sales Representative for further information.

[Back To Top](#)

Q: Where can I get up to date price lists, sell sheets, and general literature?

A: Federal government-specific literature can be ordered directly from the Government section of the KI website or by contacting your KI sales representative.

[Back To Top](#)

Q: Who is my KI sales representative?

A: Please refer to the Sales Representative section of the Government section of the KI website for information on how to contact the Regional Sales Manager for your area.

[Back To Top](#)

Q: Which Federal Government affiliate organizations is KI a member of?

A: KI is a member of the following organizations:

Business and Institutional Furniture Manufacturers Association (BIFMA)

Coalition for Government Procurement

Healthcare Design Research Alliance (HDRA)

[Back To Top](#)