

Palletizing of Dorm Room Furniture

Items to be palletized:

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| 1. Desk with credenza | 2 each |
| 2. Desk chairs | 2 each |
| 3. Three drawer night stand | 2 each |
| 4. Three drawer dresser | 2 each |
| 5. Wardrobe | 1 each |
| 6. Twin head board | 2 each |
| 7. Metal bed frame | 2 each |
| 8. Bunk Bed-Twin | 2 each |
| 9. Lamp with shade | 2 each |
| 10. Fridge with microwave | 1 each |
| 11. Twin mattress | 2 each |
| 12. Twin Box spring | 2 each |

Palletizing of dorm furnishings:

1. Desk with Credenza: Two desks with two credenzas on one pallet, shrink wrap items then apply three inch tape on outside of shrink wrap. Wrap tape two complete times around items.
2. Desk Chairs: Eight desk chairs per pallet, shrink wrap, then wrap with 3 inch tape on outside of shrink wrap.
3. Three Drawer Night Stand: Three night stands per pallet, shrink wrap, then wrap with 3 inch tape on outside of shrink wrap.
4. Three Drawer Dresser: Three drawer dressers per pallet, shrink wrap, then wrap with 3 inch tape on outside of shrink wrap.
5. Wardrobe: Two wardrobes per pallet, shrink wrap, then wrap with 3 inch tape on outside of shrink wrap.
6. Twin Head Boards: Approximately 12 head boards per pallet shrink wrap, then secure with 3 inch tape.
7. Metal Bed Frames: Approximately 20 bed rails per pallet, secure with strapping.
8. Bunk Beds: Six bunk beds per pallet, secure with strapping. All pins must be labeled and placed in a box or container of such and placed with each pallet.
9. Lamp: Lamps will be packed in a tri-wall box and all lamp shades must be removed
10. Lamp Shades: Will be stacked in a neat fashion and placed in a box.
11. Fridge with Microwave: Each refrigerator to include freezer door must first be blocked open before palletizing. Upon completion of blocking open refrigerator door, place four refrigerators with microwaves per pallet. Shrink wrap, then wrap with 3 inch tape.
12. Twin Mattresses: Five mattresses to a pallet, then secure with straps.
13. Twin Box Springs: Eight box springs to a pallet then secure with straps.

Transporting of Dorm Furnishing:

The Contractor is responsible for removing, palletizing, and providing a Government approved storage space for all removed furniture during the period of performance. Storage space will be conditioned, clean, dry, and secure. Contractor to provide the Government with to the location of and accessibility the proposed storage space during the period of performance. Contractor to clean and reinstall all furniture and furnishings at conclusion of applicable dormitory area repair.