



## PURCHASE ORDER

**PO Number: 303-6-0365**

Requisition Number: 303-6-00926

**Order Date: 12/28/2015**

**Released**

MAIL INVOICE TO AGENCY BELOW

TEXAS FACILITIES COMMISSION  
 FISCAL MANAGEMENT / ACCOUNTS PAYABLE  
 P.O. BOX 13047 Austin, Texas 78711-3047  
 OR  
 email to: [accountspayable@tfc.state.tx.us](mailto:accountspayable@tfc.state.tx.us)

**Delivery Location**

Central Services Bldg  
 1711 San Jacinto Blvd.  
 Austin, TX 78701

**Show numbers on all papers and packages**

**Referenced Source or Vendor**

17605333925  
 SUMMUS INDUSTRIES, INC.  
 77 Sugar Creek Center Blvd  
 Suite 420  
 Sugar Land, TX 77478  
 Heather Nicholls  
 Phone: (281) 640-1765, Ext. 109, Fax: (281) 640-1766  
[heather.nicholls@summusindustries.com](mailto:heather.nicholls@summusindustries.com)

**Description** CSB - Summus Industries is supplying 1 work stations under DIR contract number DIR-SDD-1951. TFC will install the equipment in the CSB badge room to maintain present badging. All equipment needs to be delivered to Garage R Warehouse.

**Line Items**

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
CBS - Central Services Building	1	job	\$949.00	12/28/2015	1/15/2016	\$949.00

HISTORY: The current badging computer is not capable to run all three badge programs at the same time. Need to upgrade to a faster machine

DESCRIPTION: Summus Industries is supplying 1 work stations under DIR contract number DIR-SDD-1951. TFC will install the equipment in the CSB badge room to

12/28/2015

maintain present badging. All equipment needs to be delivered to Garage R Warehouse.

ASSET EQUIPMENT NAME & UNIT NUMBER: New, No asset tag.

ASSET LOCATION: CSB Building

JUSTIFICATION: Security

FUNDING: Non-Chargeable Org code 0442

CONTRACT TERM: 90 days

OVERSIGHT RESPONSIBILITIES: Carl Martin 512-463-3407

**NIGP Class:** 204

**NIGP Item:** 55

**Object Class:** 378

**Reimbursement Type:** Not Reimbursable

**Grand Total \$949.00**

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512)463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

<b>Agency</b>	TFC
<b>Fiscal Year</b>	2016
<b>Division</b>	Planning and Real Estate Mgmt
<b>Program</b>	Property Management
<b>Phone</b>	5124633407
<b>Org Code</b>	0442 - Facility Maintenance
<b>Type of Purchase/PCC Code</b>	DIR Contracts - I
<b>Work Order Number</b>	N/A

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

#### **Invoicing Standards**

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

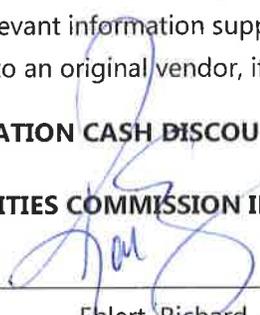
The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable ) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;

- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

**FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.**

**TEXAS FACILITIES COMMISSION INTERNAL PURCHASING**

PURCHASER: 

Ehlert, Richard - CTPM, 5124630209

**(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)**

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Chapter 20, Title 122A, Revised Civil Statutes of Texas, for purchase of tangible personal property described in this number order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas

(Show Terms And Conditions...)

