



## PURCHASE ORDER

**PO Number: 303-6-0024**

Requisition Number: 303-6-00053

**Order Date: 8/24/2015****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**

Parking Garage R, Warehouse  
 1706 San Jacinto Blvd.  
 Austin, TX 78701

**Show numbers on all papers and packages****Referenced Source or Vendor**

1741976051102  
 TIBH - Central Store  
 1130 Rutherford Lane  
 Bldg 1, Ste 190  
 Austin, TX 78753  
 Phone: 512-834-8242, Fax: 512-832-8560

<b>Description</b>	<p>FY 2016 Blanket PO for Miscellaneous Office Supplies</p> <p>TFC Contact: Eva Dechene @ (512) 463-8551</p> <p>Payment Contact: Accounts Payable @ (512) 463-3019</p> <p>§ 2155.441. PREFERENCE FOR PRODUCTS OF PERSONS WITH MENTAL RETARDATION OR PHYSICAL DISABILITIES.</p> <p>(a) The products of workshops, organizations, or corporations whose primary purpose is training and employing individuals having mental retardation or a physical disability shall be given preference if they meet state specifications regarding quantity, quality, delivery, life cycle costs, and price.</p> <p>(b) The workshops, organizations, or corporations shall test the products to the extent necessary to ensure quality in accordance with Section 2155.069 and may enter into contracts with a private or public entity to assist with testing. (c) The commission is not required to purchase products under this section that do not meet formal state specifications developed by the commission or meet commercial specifications approved by the commission.</p>
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**Line Items**

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Blanket PO for Miscellaneous Office Supplies - Includes Printer Toner Cartridges						
<b>NIGP Class:</b> 615 <b>Object Class:</b> 300/330/334 <b>Reimbursement Type:</b> Not Reimbursable <b>Notes:</b> Prior to purchasing IT-related items, prior approval must be acquired by TFC - IRM. Approval must be attached to receiving reports.	1	year	\$1,500.00	9/1/2015	8/31/2016	\$1,500.00
<b>Grand Total</b>						<b>\$1,500.00</b>

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>	Executive
<b>Program</b>	Records Management
<b>Phone</b>	5124638551
<b>Org Code</b>	0216 - Office Supply Allocations
<b>Type of Purchase/PCC Code</b>	Exempt With Specific Legal Citation - "--"
<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: \_\_\_\_\_  
Gamino Jr, Rico - CTPM, 5129363567

**(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 Chapter20, 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

[\(Show Terms And Conditions...\)](#)