



# PURCHASE ORDER

**PO Number: 303-6-0034**

Requisition Number: 303-6-00063

**Order Date: 8/27/2015**

**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.  
 4th Floor Copier Room  
 Austin, TX 78701

**Show numbers on all papers and packages**

**Referenced Source or Vendor**

11604680204  
 XEROX CORPORATION  
 SUITE 300  
 6836 AUSTIN CENTER BLVD  
 Austin, TX 78731  
 LISA SOWELL  
 Phone:(512) 343-5646, Fax:(512) 343-5705  
[lisa.sowell@xerox.com](mailto:lisa.sowell@xerox.com)

<b>Description</b>	48-Month Lease Location: CSB, 4th Flr, Exec Copier Room  DIR-TSO-3043  TFC Contact: Eva Dechene, 512-463-8551  Replace and Upgrade Xerox WC7775 Copier, Serial # RFX014846
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**Line Items**

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
FY 2016-2019 48-Month Lease  Location: Central Services Bldg., 4th Floor Exec Copy Room 1711 San Jacinto Blvd Austin, TX 78701  W7970P (WorkCentre 7970) Multi-function Copier *Convenience Stapler *Br Finisher 2/3 Hole *Customer Ed *Analyst Services  Agreement Information: Lease Term: 48 Months Purchase Option: FMV	48	Months	\$205.89	9/1/2015	8/31/2019	\$9,882.72

<p>Trade Information:                  Model: Xerox WC7775P                  Serial #: RFX014846                  Trade-In as of Payment 43.</p> <p>Requested Install Date: 09/11/2015</p> <p>Monthly Pricing Information:                  \$205.89 - Total Monthly Lease Payment (\$164.27 Base, \$5.00 Maintenance, \$30.43 Finisher, \$6.18 Conv Stapler)                  Meter 1: B&amp;W Monthly Allowance - 1-100,000 Included;                  Meter 1: 100,001+ Excess @ \$0.0051 per print                  Meter 2: Color - All Prints @ \$0.0456 (See Line Item #2 for estimated monthly cost.)</p> <p>Maintenance Plan Features                  *Consumable Supplies included for all prints                  *Pricing Fixed for Term</p> <p>Contact: Eva Dechene, (512) 463-8551                  Purchasing Contact: Rico Gamino, (512) 936-3567</p> <p>Services performed under this agreement are not considered complete for purposes of payment until TFC, or its authorized designee, inspects and accepts the work performed by the vendor.</p> <p><b>NIGP Class:</b> 985  <b>NIGP Item:</b> 58  <b>Object Class:</b> 406  <b>Reimbursement Type:</b> Not Reimbursable  <b>Notes:</b> Pricing as per DIR contract and proposal dated 08/27/2015</p> <p>FY Cost Breakdown                  FY 2016 \$2470.68                  FY 2017 \$2470.68                  FY 2018 \$2470.68                  FY 2019 \$2470.68</p> <p>\$438.45 Monthly Estimated Cost (Base + Color Usage)</p>					
<p>Meter 2: Color Monthly Allowance - 0 (Note: DIR does NOT include color allowance.)                  Meter 2: All Prints charged based on actual usage @ \$0.0456 per print</p> <p>\$232.56 Estimated monthly cost (5100 prints x \$0.0456)</p> <p>This is to document monthly estimated cost for color copies. Will vary month to month. TFC paying for actual color usage only.</p> <p><b>NIGP Class:</b> 985  <b>NIGP Item:</b> 58  <b>Object Class:</b> 406  <b>Reimbursement Type:</b> Not Reimbursable  <b>Notes:</b> Pricing as per DIR contract and proposal dated 08/27/2015</p> <p>FY Cost Breakdown                  FY 2016 \$2790.72                  FY 2017 \$2790.72                  FY 2018 \$2790.72                  FY 2019 \$2790.72</p> <p>\$438.45 Monthly Estimated Cost (Base + Color Usage)</p>	48 months	\$232.56	9/1/2015	8/31/2019	\$11,162.88
<b>Grand Total \$21,045.60</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>	Facilities Design and Construction
<b>Program</b>	Facilities Design and Construction
<b>Phone</b>	5124638551
<b>Org Code</b>	0802 - Project Management
<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: \_\_\_\_\_

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

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