

Health and Human Services Commission

Purchase Order

Dispatch via Print

Payment Terms Net 30	Freight Terms Prepaid & Allow	Ship Via BEST WAY	Purchase Order HHSTX-3-0000300689
If advertised by informal bid, Invitation for Offer, or Request for Proposal; all specifications, terms, and conditions set forth in the advertisement and vendor's conforming responses become a part of this numbered purchase order. Contractor guarantees goods or services delivered meet or exceed numbered purchase order requirements.			Date 09/20/22
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Page 1
			Ship To: 5070 - Harlingen: 1401 S Rangerville DEPARTMENT OF STATE HEALTH SERVICES 1401 S Rangerville Rd PO Box 2668 Harlingen TX 78552 United States

Vendor: 1741976051 1
WORKQUEST
1011 E 53RD 1/2 ST
AUSTIN TX 787511703
United States

Bill To: Invoice-DSHS Accounts Payable
HEALTH & HUMAN SERVICES COMMISSION
6711 S New Braunfels
Ste 100
San Antonio TX 78223
United States

Fax: 210/531-7883
Email: SAHAccounting@dshs.texas.gov

Purchaser: Arnold, Valerie

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY23

NIGP: 615-29 615-73

SHIPPING INSTRUCTIONS: Ship according to the DUE DATES specified on the PO.

FREIGHT: F.O.B. Destination Freight Prepaid Allowed

DELIVERY: 14 Days After Receipt of PO

Delivery hours are from 8:00-11:30 AM and 1:00-4:30 PM Monday Friday except designated State Holidays

AGENCY CONTACT:
RSC.Purchasing@hpsc.state.tx.us
Mary.Castillo@hhs.texas.gov

HHSC BUYER:
Valerie Arnold, CTCD, CTCM
Purchaser III
Procurement and Contracting Services
Office: 512-776-7312
valerie.arnold@hhs.texas.gov
1100 W. 49th Street | Mail Code 2020
Austin, TX 78756

VENDOR:
VID: 17419760511
Contractor: WorkQuest, Inc.
Email: smartbuy@workquest.com
Phone: (512) 451-8145
Address: 1011 East 53 1/2 Street Austin TX 78751

PURCHASING METHOD: EX/0 Purchase made under the Authority of Texas Government Code 2155.441 (WorkQuest/TIBH Set-Aside)

Term Contact: 615-S1

Smartbuy PO: 23003412

REQUIREMENTS/LIMITATIONS:

This PO is contingent upon the continued availability of lawful appropriations by the Texas Legislature. FY2023 funding.

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Invoice per 34 TAC \$20.487, amended effective May 1, 2022

Requisition 0000206334

Send Correspondence and PO Copy to RSC.Purchasing@hpsc.state.tx.us and Mary.Castillo@hhs.texas.gov
Invoices to be emailed to SAHAccounting@dshs.texas.gov

Warehouse: Deliver Line 1 - 2 - Genea Guerra Bldg. 503 Ext. 8412
Deliver Line 3 - Salvador Arriaga Bldg. 503 Ext. 8405

1-1	Supplier Part Number: 61529301006: Deposits white correction tape over the portion to be corrected, creating a smooth surface area. No waiting time for material to dry so the corrected area can be written on immediately. Dimensions: .2" x 236" Freight i	615-29	20.00	EA	1.77000	\$35.40	09/20/2022
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Schedule Total \$35.40

615-S1
FY23 CG2 F3G OFC SPLY F1110 GG

Item Total for Line 1 \$35.40

2-1	Supplier Part Number: 61573160605: Binder, 1/2" Capacity, 3 Ring, Vinyl View, Inside Front/Back Pockets, Binders, Round Three Ring, clear vinyl insert pocket on outside covers and spine, recycled content, opaque cover material. Inside front and back pock	615-73	12.00	EA	3.70000	\$44.40	09/20/2022
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Schedule Total \$44.40

615-S1

Item Total for Line 2 \$44.40

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Total PO Amount						\$79.80	

No substitutions or cancellations are permitted without prior approval by Health & Human Services Commission. If contractor fails to deliver by promised delivery date (or reasonable time thereafter) or fails to meet requirements, Health & Human Services Commission reserves the right to purchase elsewhere and charge an increased cost and handling to contractor.

Over shipments will not be accepted unless authorized by Buyer prior to shipment. The dispute resolution process provided for in Chapter 2260 of the Texas Government Code must be used by the Health & Human Services Commission and Contractor to attempt to resolve all disputes arising under the contract.

Performance under this purchase order is acceptance of the attached affirmations and terms and conditions.

Authorized By

Valerie Arnold, CTCO, CTCM

09/20/2022