

# Health and Human Services Commission

## Purchase Order

Dispatch via Print

<b>Payment Terms</b> Net 30	<b>Freight Terms</b> Prepaid & Allow	<b>Ship Via</b> BEST WAY	<b>Purchase Order</b> <b>HHSTX-3-0000301416</b>
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.			<b>Date</b> 09/28/22
<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b> Page 1
			<b>Ship To:</b> 5030 - Terrell:1200 E Brin HEALTH & HUMAN SERVICES COMMISSION 1200 E Brin PO Box 70 Terrell TX 75160 United States

**Vendor:** 1263499518 2  
MONO MACHINES LLC  
DBA SUPPLY CHIMP  
228 PARK AVE S # 36842  
NEW YORK NY 10003-1502  
United States

**Bill To:** Terrell SH Whse  
HEALTH & HUMAN SERVICES COMMISSION  
1200 E Brin  
PO Box 70  
Terrell TX 75160  
United States

**Email:** DSHS.TSHBusinessOffice@dshs.texas.gov

**Purchaser:** De La Rosa,Lindsey M

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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CP/X - TXMAS Contract  
 Note: Post Award to ESBD if over \$25,000  
 SHIPPING INSTRUCTIONS: Ship according to the DUE DATES specified on the PO.  
 FREIGHT: F.O.B. Destination Freight Prepaid Allowed  
 DELIVERY: 1 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:  
 Ship to Attn: Stephany Vanbolden  
 972-551-8563 stephany.vanbolden@hhs.texas.gov  
 VENDORS SEND INVOICES VIA EMAIL TO: dshs.tshbusinessoffice@dshs.texas.gov  
 PO BILL TO INFORMATION  
 TERRELL STATE HOSPITAL  
 ATTN: ACCOUNTING DEPARTMENT  
 P.O. BOX 70 / 1200 EAST BRIN STREET / TERRELL, TX 75160  
 CODE#:3072  
 Email: dshs.tshbusinessoffice@dshs.texas.gov  
 MAIL TO INFORMATION:5030  
 BUILDING: Warehouse  
 CONTACT: Stephany VanBolden  
 PHONE #:972-551-8563  
 FAX#:972-551-8052  
 Email: stephany.vanbolden@hhs.texas.gov  
 HHSC BUYER:  
 Lindsey De La Rosa  
 7766284 lindsey.delarosa@hhs.texas.gov  
 VENDOR:  
 VID: 12634995182  
 Contractor: Mono Machines LLC dba Supply Chimp  
 Contact Name: Chris McPherson  
 Email: helpme@supplychimp.com  
 Phone: (800) 592-1306  
 Address: 1133 Broadway Ste 706 New York NY 10010  
 PURCHASING METHOD: CP/X  
 Procurement methods were evaluated, and the best value is provided using the TXMAS contract.  
 Txmas Contract: TXMAS-19-7502  
 Term: 12/6/2018-9/27/2023  
 Smartbuy PO: 23008114  
 REQUIREMENTS/LIMITATIONS:  
 This PO is contingent upon the continued availability of lawful appropriations by the Texas Legislature. FY2023 funding.  
 Invoice per 34 TAC §20.487, amended effective May 1, 2022  
 Requisition 0000207630

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**Purchaser:** De La Rosa,Lindsey M

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1-1	FY23/GOODS/36 X 48 Wood Framed Black Dry Erase Board/SUPPLIER PART #196927, MFG PART #17940/FOR CG5-TSH / CHAPEL	615-60	1.00	EA	60.37000	\$60.37	10/01/2022
<b>Schedule Total</b>						\$60.37	
<b>Item Total for Line 1</b>						\$60.37	
2-1	FY23/GOODS/Polyester Mouse Pad, Non-Skid Rubber Base, 9 X 8, Black, ITEM # 21451 / MFG #: FEL58024 / COS AND REHAB (07)	615-33	20.00	EA	5.96000	\$119.20	10/01/2022
<b>Schedule Total</b>						\$119.20	
<b>Item Total for Line 2</b>						\$119.20	
3-1	FY23 / GOODS / Oxford 31 Ruled Index Cards, 3 X 5, White, 100-Pack/ITEM # 65134/MFG #: OXF31 / FOR CG5-TSH-REHAB	615-33	5.00	EA	1.08000	\$5.40	10/01/2022
<b>Schedule Total</b>						\$5.40	
<b>Item Total for Line 3</b>						\$5.40	
<b>Total PO Amount</b>						\$184.97	

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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**

*Lindsey De La Rosa*

09/28/2022