

# Health and Human Services Commission

## Purchase Order

**TX SmartBuy PO ID 23008641**

**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-3-0000301798</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> 10/03/22
<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> 5035 - Rusk:805 N Dickinson Dr HEALTH & HUMAN SERVICES COMMISSION 805 N Dickinson Dr PO Box 318 Rusk TX 75785 United States

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

**Bill To:** Invoice - DADS  
HEALTH & HUMAN SERVICES COMMISSION  
424 Mesquite Dr  
PO Box 1132  
Mexia TX 76667  
United States

**Fax:** 254/562-1894  
**Email:** 718Accounting@hhs.texas.gov

**Purchaser:** Small,Amir

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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SHIPPING INSTRUCTIONS: Ship according to the DUE DATES specified on the PO.  
Delivery hours are from 8:00-11:30 AM and 1:00-4:30 PM Monday thru Friday except designated State Holidays when the Warehouse is closed.  
DELIVER TO THE WAREHOUSE - INCLUDE OR MARK P.O. NUMBERS ON PACKING SLIPS, CARTONS, PACKAGES, BUNDLES, ETC.  
Please Call agency delivery contact to schedule delivery 24 hours prior to arrival

FREIGHT: F.O.B Destination Freight Prepaid Allowed  
DELIVERY: 10-14 days After Receipt of PO

AGENCY DELIVERY CONTACT:  
Rusk SSLC  
Steve Irwin  
Ph: 903-683-7116  
steve.irwin@hhs.texas.gov

HHSC BUYER:  
Amir Small, Purchaser III,  
512-406-2592  
Amir.Small@hhs.texas.gov

VENDOR:  
WorkQuest  
Customer Service  
Ph: 512-451-8145  
Email: customerservice@workquest.com

CONTRACT #:207-S1,475-S1,485-S1,615-S1,620-S1,  
PURCHASING METHOD: EX-0  
REQUIREMENTS/LIMITATIONS:

FY23. This PO is contingent upon the continued availability of lawful appropriations by the Texas Legislature.  
Requisition#: MIM2301803      Line(s)#: 2,30,31,37,38,50

1-1	207-25-29200-5 DUST AIR CAN CMPRSD 100Z WRKQST 20725292005	207-25	24.00	EA	6.04000	\$144.96	10/17/2022
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<b>Schedule Total</b>		\$144.96
<b>Item Total for Line 1</b>		\$144.96

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2-1	615-11-06240-0 TAB INDEX JAN-DEC AST COL LTR WRKQST 61511062400	615-11	36.00	PKG	2.30000	\$82.80	10/17/2022
<b>Schedule Total</b>						<u>\$82.80</u>	
<b>Item Total for Line 2</b>						<u>\$82.80</u>	
3-1	615-29-30100-6 TAPE CRRCT WHT SNGL LINE WRKQST 61529301006	615-29	40.00	EA	1.77000	\$70.80	10/17/2022
<b>Schedule Total</b>						<u>\$70.80</u>	
<b>Item Total for Line 3</b>						<u>\$70.80</u>	
4-1	615-93-42370-28 FLAG POST-IT SGN HERE AST CLR WRKQST 61593423702 20DISP/PKG	615-93	12.00	PKG	3.06000	\$36.72	10/17/2022
<b>Schedule Total</b>						<u>\$36.72</u>	
<b>Item Total for Line 4</b>						<u>\$36.72</u>	
5-1	620-80-17260-4 PEN BALLPNT RTRCT SFTGRP RED WRKQST 62080171002 MED	620-80	24.00	DZ	6.06000	\$145.44	10/13/2022
<b>Schedule Total</b>						<u>\$145.44</u>	
<b>Item Total for Line 5</b>						<u>\$145.44</u>	
6-1	665-24-11502-9 LINER PLAS CLR 55GAL 250/CS WRKQST 48505115029	665-24	30.00	CS	72.98000	\$2,189.40	10/17/2022
<b>Schedule Total</b>						<u>\$2,189.40</u>	
<b>Item Total for Line 6</b>						<u>\$2,189.40</u>	

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**Total PO Amount** \$2,670.12

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**  
*Amir Small, CTCO*  
10/03/2022