

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-3-0000302037 |
| 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 10/05/22 |
| All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number. | | | Revision 1 |
| | | Ship To: | 5009 - Vernon:4730 College Dr HEALTH & HUMAN SERVICES COMMISSION 4730 College Dr PO Box 2231 Vernon TX 76385 United States |

Vendor: 1043390816 6
STAPLES CONTRACT AND COMMERCIAL LLC
DBA STAPLES BUSINESS ADVANTAGE
PO BOX 660409
DALLAS TX 75266
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: Josey, Lauren

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

CP/A Term Contract

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:
Diana Deadmond
940-552-4237
Diana.Deadmond@hhs.texas.gov

Ship to Attn: Diana Deadmond @ Vernon Rehab

HHSC BUYER:
Lauren Josey, CTCD
512-406-2599
Lauren.Josey@hhs.texas.gov

VENDOR:
Staples Contract and Commerical, LLC.
Jonathan McEwen
210-253-7267
Jonthan.McEwen@staples.com

PURCHASING METHOD: CP-A

Term Contract: 615-A1
Term: 8/29/2017-8/31/2023
Smartbuy PO: 23010685

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 0000208306

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|------------------------------|---|------------|----------|-----|-----------|--------------|------------|
| 1-1 | HP 305A (CE412A Yellow Original Laserjet Toner Cartridge, 2600 Page-Yield; Item # 20772214123 | 207-72 | 2.00 | EA | 103.74000 | \$207.48 | 10/15/2022 |
| Schedule Total | | | | | | \$207.48 | |
| Item Total for Line 1 | | | | | | \$207.48 | |
| 2-1 | HP 305A (CE411A) Cyan Original Laserjet Toner Cartridge, 2600 Page-yield; Item # 20772214113 | 207-72 | 1.00 | EA | 103.74000 | \$103.74 | 10/15/2022 |
| Schedule Total | | | | | | \$103.74 | |
| Item Total for Line 2 | | | | | | \$103.74 | |
| 3-1 | HP 305A (CE410A) Black Original Laserjet Toner Cartridge, 2200 Page-Yield | 207-72 | 2.00 | EA | 72.82000 | \$145.64 | 10/15/2022 |
| Schedule Total | | | | | | \$145.64 | |
| Item Total for Line 3 | | | | | | \$145.64 | |
| Total PO Amount | | | | | | \$456.86 | |

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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

Lauren Josey, CTCD

10/05/2022