

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-3-0000303330 |
| 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 10/21/22 |
| All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number. | | | Revision 0293 - Beaumont:1090 S 4th St HEALTH & HUMAN SERVICES COMMISSION 1090 S 4th St Beaumont TX 77701 United States |
| | | | Page 1 |

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

Bill To: Invoice-HHSC Reg 05 ; Administ
HEALTH & HUMAN SERVICES COMMISSION
350 Pine St Flr 9
Beaumont TX 77701
United States

Fax: 409/951-3209
Email: Reg05_Admin_Services@hhsc.state.tx.us

Purchaser: Alvarado,Veronica

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

FY23 Purchase / Requisition #: 0000209821

Shipping Instructions: Ship according to the DUE DATES specified on the PO.

Freight: F.O.B Destination Freight Prepaid Allowed

Delivery: 20 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

PLEASE EMAIL INVOICES TO Reg05_Admin_Services@hhsc.state.tx.us

Agency Contact:
Laura Kvarme @ 409-730-4007
LAURA.KVARME@HHS.TEXAS.GOV

Purchaser:
Veronica Alvarado @ (512) 406-2505
Veronia.Alvarado@hhs.texas.gov

Vendor Name:
Workquest
Customer Service @ 512-451-8145
smartbuy@workquest.com

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

Term Contact: 615-S1
Term: Start Date: 11-16-2021 / End Date: 11-30-2026
Smartbuy PO:

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

Please include Invoicing Standards on PO copy for supplier: (a) To receive payment, a contractor must submit an invoice to the state agency receiving the goods or services. The invoice should include, but is not limited to including:
(1) the contractor's mailing and e-mail (if applicable) address;
(2) the contractor's telephone number;
(3) the name and telephone number of a person designated by the contractor to answer questions regarding the invoice;
(4) the state agency's name, agency number, and delivery address;

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- (5) the state agency's purchase order number, if applicable;
- (6) the contract number or other reference number, if applicable;
- (7) a valid Texas identification number (TIN) issued by the comptroller;
- (8) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (9) unit numbers corresponding to the amount of the invoice;
- (10) if submitting an invoice after receiving an assignment of a contract, the TIN of the original contractor and the TIN of the successor vendor;
- (11) other relevant information supporting and explaining the payment requested.

| | | | | | | | |
|------------------------------|---|--------|--------|-----|----------|------------|------------|
| 1-1 | "Binder, 2"" Capacity, 3 Round Rings, Color: Green; Contract# 615-S1; Commodity Code: 61573173103" | 615-73 | 50.00 | EA | 4.98000 | \$249.00 | 11/18/2022 |
| Schedule Total | | | | | | \$249.00 | |
| Item Total for Line 1 | | | | | | \$249.00 | |
| 2-1 | Correction Tape, White, Single Line, Sideways Delivery; Commodity Code: 61529311005 | 615-29 | 100.00 | EA | 2.44000 | \$244.00 | 11/18/2022 |
| Schedule Total | | | | | | \$244.00 | |
| Item Total for Line 2 | | | | | | \$244.00 | |
| 3-1 | Self Stick Flags, 1" x 1.7", 50 Flags/Disp, 2 Disp/100 Flags, Commodity Code:61593423702, | 615-93 | 50.00 | PCK | 3.06000 | \$153.00 | 11/18/2022 |
| Schedule Total | | | | | | \$153.00 | |
| Item Total for Line 3 | | | | | | \$153.00 | |
| 4-1 | Vinyl gloves, synthetic (latex free) powder free. Disposable, non-sterile. Commodity code: 20142871134; Size: Medium | 201-42 | 100.00 | BOX | 11.76000 | \$1,176.00 | 11/18/2022 |

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Purchaser: Alvarado,Veronica

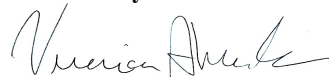
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| Schedule Total | | | | | | \$1,176.00 | |
| Item Total for Line 4 | | | | | | \$1,176.00 | |
| 5-1 | Paper, Bond, Recycled, White, Prem No. 4, 20 lb, Letter, Qty Price Breaks, SKU: 64521411716; Standard Dock Delivery Included " | 645-21 | 120.00 | CS | 62.50000 | \$7,500.00 | 11/18/2022 |
| Schedule Total | | | | | | \$7,500.00 | |
| Item Total for Line 5 | | | | | | \$7,500.00 | |
| Total PO Amount | | | | | | \$9,322.00 | |

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



10/24/2022