

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-3-0000304615
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 11/10/22
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Page 1
			Ship To: 4553 - Austin:4616 W Howard Ln HEALTH & HUMAN SERVICES COMMISSION 4616 W Howard Ln Bldg 2 Ste 300 Austin TX 78728 United States

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

Bill To: Invoice-HHSC Accounting
HEALTH & HUMAN SERVICES COMMISSION
4601 W Guadalupe St
Austin TX 78751
United States

Fax: 512/424-6901
Email: HHSC_AP@hhsc.state.tx.us

Purchaser: Mcmurtray,Nicole

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.

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:
Connie Booker
512-341-4524
Connie.Booker1@hhs.texas.gov

Purchaser Information:
Name: Nikki McMurtray
Phone #512-776-6190
Email Address: Nikki.McMurtray@hhs.texas.gov

VENDOR:
VID: 17419760511
Contractor: Workquest, Inc.
Contact Name: WorkQuest Customer Service
Email: customerservice@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 Contract: 615-S1
Term: Start Date: 2/1/2002 End Date: 11/30/2026

Smartbuy PO:23037646

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 211453

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1-1	Appointment Planner, Monthly, 8-7/8 X 11-1/4 Supplier Part Number: 61515074505	615-19	46.00	EA	14.65000	\$673.90	11/17/2022
Schedule Total						\$673.90	
Item Total for Line 1						\$673.90	
2-1	Calendar, Desk Pad, 22 X 17 Supplier Part Number: 61519130779	615-19	15.00	EA	8.49000	\$127.35	11/17/2022
Schedule Total						\$127.35	
Item Total for Line 2						\$127.35	
3-1	Calendar, Wall, Monthly, 22 In X 31.25 In. Wirebound, Plus Freight Order Less Than \$25 Supplier Part Number: 61519703504	615-19	22.00	EA	17.79000	\$391.38	11/17/2022
Schedule Total						\$391.38	
Item Total for Line 3						\$391.38	
Total PO Amount						\$1,192.63	

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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 	<u>11/10/2022</u>
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