

# 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-3-0000304784</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> 11/10/22
<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> 6433 - Carlsbad: 11640 US Hwy 87 N HEALTH & HUMAN SERVICES COMMISSION 11640 US Hwy 87 N 11640 N US Hwy 87 Carlsbad TX 76934 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:** Invoice - DADS  
HEALTH & HUMAN SERVICES COMMISSION  
2501 Maple St  
PO Box 451  
Abilene TX 79602  
United States

**Fax:** 325/795-3807  
**Email:** 710Accounting@hhsc.state.tx.us

**Purchaser:** Hernandez, Natalee

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: 7 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 when the Warehouse is closed.

Please call Agency Delivery Contact to schedule delivery 24 hours prior to arrival.

DELIVERY CONTACT:  
Deborah Block  
325-465-2303  
debbie.block@hhs.texas.gov

HHSC BUYER:  
Natalee Hernandez, CTCD,CTCM  
512-406-2555  
Natalee.hernandez@hhs.texas.gov

VENDOR:  
Mono Machines LLC dba Supply Chimp  
800-592-1306  
helpme@supplychimp.com

PURCHASING METHOD: CP-X  
Procurement methods were evaluated, and the best value is provided using the TXMAS contract.

Txmas Contract: TXMAS-19-7502  
Smartbuy PO: 23049614

REQUIREMENTS/LIMITATIONS:  
This PO is contingent upon the continued availability of lawful appropriations by the Texas Legislature.

Requisition # 0000211929

1-1	Keyboard Pads, Fellowes 9179401	615-62	3.00	EA	18.51000	\$55.53	11/17/2022
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Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
	Keyboard Palm Beach Contractor: Mono Machines LLC dba Supply Chimp Contract Number: TXMAS-19-7502 NIGP: 615-62 Supplier Part Number: 21553 Manufacturer Part: FEL9179401 Manufacturer: Fellowes						
					<b>Schedule Total</b>	\$55.53	
					<b>Item Total for Line 1</b>	\$55.53	
2-1	Wrist Rest W-Pad Beach Contractor: Mono Machines LLC dba Supply Chimp Contract Number: TXMAS-19-7502 NIGP: 615-62 Supplier Part Number: 21552 Manufacturer Part: FEL9179301 Manufacturer: Fellowes	615-62	3.00	EA	19.09000	\$57.27	11/17/2022
					<b>Schedule Total</b>	\$57.27	
					<b>Item Total for Line 2</b>	\$57.27	
<b>Total PO Amount</b>						\$112.80	

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.

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**Authorized By**

Natalee Hernandez, CTOD, CTOM

**11/10/2022**