

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-3-0000304871
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 6697 - Austin:1111 W North Loop HEALTH & HUMAN SERVICES COMMISSION 1111 W North Loop Austin TX 78756 United States
			Page 1

Vendor: 1043390816 6
 STAPLES CONTRACT AND COMMERCIAL LLC
 DBA STAPLES BUSINESS ADVANTAGE
 PO BOX 660409
 DALLAS TX 75266
 United States

Bill To: Invoice - HHSC
 HEALTH & HUMAN SERVICES COMMISSION
 4601 W Guadalupe St
 PO Box 149030
 Austin TX 78751
 United States

Fax: 512/438-2086
Email: HHSC_AP@hhsc.state.tx.us

Purchaser: Evans,Jocelynn

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

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

Ship Attention: LaQuette Newsome

VID: 10433908166
 Contractor: Staples Contract Commercial LLC
 Contact Name: Jonathan McEwen
 Email: jonathan.mcewen@staples.com
 Phone: (210) 253-7267
 Alternate Contact Name: Customer Service
 Alternate Email: support_ct@staples.com
 Alternate Phone: (800) 574-7477
 Address: 500 Staples Drive Framingham MA 01702

Agency Contact:
 Name: LaQuette Newsome
 Email: laquette.newsome01@hhs.texas.gov
 Phone: +1 (512) 438-4685

Purchaser Information:
 Name: Jocelynn Evans
 Phone #512-776-6233
 Email Address: jocelynn.evans@hhs.texas.gov

PURCHASING METHOD: CP/X

Procurement methods were evaluated, and the best value is provided using the TXMAS contract.

TxSmart PO 23050078
 TXMAS Contract #: TXMAS-20-7502
 Contract Start: 4/16/2020
 Ends: 12/19/2022

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

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-3-0000304871
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 2
			Ship To: 6697 - Austin:1111 W North Loop HEALTH & HUMAN SERVICES COMMISSION 1111 W North Loop Austin TX 78756 United States

Vendor: 1043390816 6
STAPLES CONTRACT AND COMMERCIAL LLC
DBA STAPLES BUSINESS ADVANTAGE
PO BOX 660409
DALLAS TX 75266
United States

Bill To: Invoice - HHSC
HEALTH & HUMAN SERVICES COMMISSION
4601 W Guadalupe St
PO Box 149030
Austin TX 78751
United States

Fax: 512/438-2086
Email: HHSC_AP@hhsc.state.tx.us

Purchaser: Evans,Jocelynn

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

Requisition 0000211010

1-1	Solo Classic Laptop Rolling Briefcase Black Polyester (Pv78-4) Supplier Part Number: 844605 Manufacturer Part #: 844605 - 1855753	530-46	2.00	EA	122.65000	\$245.30	11/23/2022
-----	--	--------	------	----	-----------	----------	------------

Schedule Total \$245.30
Item Total for Line 1 \$245.30
Total PO Amount \$245.30

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

Jocelynn Evans

11/14/2022