

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-3-0000306030
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 12/02/22
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Page 1
			Ship To: 6694 - Austin:1111 W North Loop HEALTH & HUMAN SERVICES COMMISSION 1111 W North Loop Austin TX 78756 United States

Vendor: 1264261129 2
THE URBAN CIRCLE LLC
321 COMMONWEALTH RD STE 101
WAYLAND MA 017785039
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: Evans,Jocelynn

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY23

SHIPPING INSTRUCTIONS: Ship according to the DUE DATES specified on the PO.

FREIGHT: F.O.B. Destination Freight Prepaid Allowed

DELIVERY: 15 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:
Name: Letisha Metayer
Phone #: +1 (512) 406-2443
Email: letisha.metayer@hhs.texas.gov

Ship Attention to: Letisha Metayer

Delivery location: HHSC Facilities Warehouse Address: 1111 West North Loop Blvd, Austin TX 78756

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

VENDOR:
VID#12642611292
The Urban Circle
CONTACT: Chris Egle
Phone #: 713-226-8720
Email: chris@tucllc.us / info@tucllc.us

QUOTE# 14534

PURCHASING METHOD: SP/E

Not to Exceed \$10,000.00

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

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Requisition 0000212711

Vendor information
Remit checks and a copy of this invoice for items listed above:
iPROMOTE - The Urban Circle LLC | TIN 264261129
405 Main ST 7th Floor | Houston, TX 77002
Phone: 713-226-8720 | Email: info@tuclic.us
Alternative POC: Chris Egle, Client Success Manager Phone: 713-226-8720 Email: chris@tuclic.us

1-1	Item No. QFMOJ-OKBQC Carhartt 28L Dual-Compartment Backpack Color: Navy Imprint: Full Color Embroidery THHS logo	530-50	25.00	EA	101.46000	\$2,536.50	12/20/2022
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Schedule Total \$2,536.50

Item Total for Line 1 \$2,536.50

2-1	Item No. YFKJH-BRMSS Executive Vintage Leather Writing Pad Color: Black Imprint: Deboss THHS logo debossed	616-62	25.00	EA	25.90000	\$647.50	12/20/2022
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Schedule Total \$647.50

Item Total for Line 2 \$647.50

Total PO Amount \$3,184.00

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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

Jocelynn Evans

12/02/2022