

Department of State Health Services

Purchase Order

Dispatch via Print

Payment Terms Net 30	Freight Terms Prepaid & Allow	Ship Via BEST WAY	Purchase Order HHSTX-3-0000306133
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 12/05/22
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision 1903 - El Paso:401 Franklin Ave DEPARTMENT OF STATE HEALTH SERVICES 401 Franklin Ave Ste 210 El Paso TX 79901 United States
			Page 1

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

Bill To: Invoice-DSHS Fiscal Claims
DEPARTMENT OF STATE HEALTH SERVICES
1100 W 49th St (RBB)
PO Box 149347
Austin TX 78756
United States

Fax: 512/458-7442
Email: invoices@dshs.texas.gov

Purchaser: De La Rosa,Lindsey M

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

-PAYABLES: Please send invoices to Betty.Hernandez@dshs.texas.gov cc Cynthia.Ortega@dshs.texas.gov-

Vendor and/or Buyer: When available please send shipment tracking info to Nancy.Clinton@dshs.texas.gov

AGENCY CONTACT:
Ship to Attn: Nancy Clinton
(915) 834-7675
nancy.clinton@dshs.texas.gov

Info for Warehouse staff:
Delivery Contact: Nancy Clinton
Phone no: (915) 834-7675
Email: nancy.clinton@dshs.texas.gov
Bldg/Floor/Cubicle: Franklin Bldg /2nd Floor/Cube 58

HHSC BUYER:
Lindsey De La Rosa
512-406-1234
lindsey.delarosa@hhs.texas.gov

VENDOR:
VID: 17419760511
Contractor: WorkQuest, Inc.
Email: smartbuy@workquest.com
Phone: (512) 451-8145
Address: 1011 East 53 1/2 Street Austin TX 78751

PURCHASING METHOD: CP-A
TAC §20.220 The comptroller enters into term contracts for the purchase or lease of goods or services used in large quantities by several state agencies. The term of the contract is determined by the comptroller.

Term Contract: 615-S1
Term: 11/16/2021-11/30/2026
Smartbuy PO: 23056762

REQUIREMENTS/LIMITATIONS:

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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 212446

1-1	Calendar, Desk Pad, 22 x 17 Veronica Suarez	615-19	1.00	EA	8.49000	\$8.49	12/15/2022
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Schedule Total \$8.49

Vendor: Texas Smart Buy-WorkQuest / Vendor ID: 17419760511 / Contact: smartbuy@workquest.com
Phone (512) 451-8145

Quote: Tx Smart Buy Wishlist

-PAYABLES: Please send invoices to Betty.Hernandez@dshs.texas.gov cc Cynthia.Ortega@dshs.texas.gov~

Vendor and/or Buyer: When available please send shipment tracking info to Nancy.Clinton@dshs.texas.gov

For additional requisition information please contact:
Debbie Cuiilty (915) 834-7681 debbie.cuiilty@dshs.texas.gov
Nancy Clinton (915) 834-7675 nancy.clinton@dshs.texas.gov

Agency Delivery Contact:
Nancy Clinton (915) 834-7675 nancy.clinton@dshs.texas.gov

**Shipping location is available: Monday - Friday (8:00 AM - 5:00 PM) Mountain Standard Time **

SHIP TO ATTN: Nancy Clinton (915) 834-7675 nancy.clinton@dshs.texas.gov

Info for Warehouse staff:
Delivery Contact: Nancy Clinton
Phone no: (915) 834-7675
Email: nancy.clinton@dshs.texas.gov
Bldg/Floor/Cubicle: Franklin Bldg /2nd Floor/Cube 58

Item Total for Line 1 \$8.49

2-1	Appointment Planner, Monthly, 8 7/8 x 11 1/4, Supplier Part # 61515074505,	615-72	1.00	EA	14.65000	\$14.65	12/15/2022
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Purchaser: De La Rosa,Lindsey M

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Aida Oliver - TB Program							
Schedule Total						\$14.65	
Item Total for Line 2						\$14.65	
3-1	Appointment Planner, Monthly, 8 7/8 x 11 1/4, Supplier Part # 61515074505, Savannah Walker and Dr. Schwartz - Oral Health Program	615-72	2.00	EA	14.65000	\$29.30	12/15/2022
Schedule Total						\$29.30	
Item Total for Line 3						\$29.30	
4-1	Appointment Planner, Monthly, 8 7/8 x 11 1/4, Supplier Part # 61515074505, Arturo Rodarte - Immunization Program	615-72	1.00	EA	14.65000	\$14.65	12/15/2022
Schedule Total						\$14.65	
Item Total for Line 4						\$14.65	
Total PO Amount						\$67.09	

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

Linssey De La Rosa

12/05/2022