

# 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-3-0000307766</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> 01/05/23
<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b> 1
			<b>Ship To:</b> T291 - San Antonio:1067 Bandera Rd HEALTH & HUMAN SERVICES COMMISSION 1067 Bandera Rd San Antonio TX 78228 United States

**Vendor:** 1453328644 0  
AMAZON CAPITAL SERVICES INC  
PO BOX 35184  
SEATTLE WA 981245185  
United States

**Bill To:** Regional Administrative Servic  
HEALTH & HUMAN SERVICES COMMISSION  
1067 Bandera Rd  
San Antonio TX 78228  
United States

**Email:** teresa.parker@hhsc.state.tx.us

**Purchaser:** Maldonado, Daniel Ray

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:  
Amber Santos  
+1 (325) 795-5547  
amber.santos01@hhs.texas.gov

Ship to Attn: Naela Saenz

HHSC BUYER:  
Daniel Maldonado, CTCD  
512-406-2649  
Daniel.Maldonado01@hhs.texas.gov

VENDOR:  
Amazon  
Customer Service

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

Requisition # 0000213731

1-1	Learn Excel 2013 Essential Skills with The Smart Method: Courseware tutorial for self-instruction to beginner and intermediate level ISBN-10: 1909253065	785-70	1.00	EA	14.99000	\$14.99	01/19/2023
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Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
	ISBN-13: 978-1909253063						
					<b>Schedule Total</b>	\$14.99	
					<b>Item Total for Line 1</b>	\$14.99	
2-1	Learn Excel 2013 Expert Skills with The Smart Method: Courseware Tutorial teaching Advanced Techniques ISBN-10: 9781909253070 ISBN-13: 978-1909253070	785-70	1.00	EA	16.99000	\$16.99	01/19/2023
					<b>Schedule Total</b>	\$16.99	
					<b>Item Total for Line 2</b>	\$16.99	
					<b>Total PO Amount</b>	\$31.98	

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.

<b>Authorized By</b>	
Daniel Maldonado	Digitally signed by Daniel Maldonado Date: 2023.01.17 09:48 21 -06'00'
	<b>01/17/2023</b>