

# Department of State Health Services

## 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-3-0000308212</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> 01/30/23
<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> 1901 - Tyler:2521 W Front St DEPARTMENT OF STATE HEALTH SERVICES 2521 W Front St Tyler TX 75702 United States

**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:** Alexander, Leslie L 512/406-2424

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

Texas Smart Buy PO #: 23077026

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Term Contract (DOC 9)  
Term Contract: 615-S1  
Start Date: 11/16/2021 thru 11/30/2026  
No Renewal Options

Requisition #: 0000214664

INVOICING - See above for Bill to Information

See above for SHIP TO ADDRESS ON PO

Freight Terms are FOB Destination Prepaid and Allowed/Add  
Terms: Net 30

Agency Delivery Contact:  
Mary Collins / 903-533-5264  
Email: Mary.Collins@dshs.texas.gov

HHSC terms and conditions attached.

HHSC Purchasing:  
Leslie Alexander  
512-406-2424  
Fax: 512-406-2695  
Email: Leslie.Alexander@hhs.texas.gov

VENDOR INFORMATION:  
Contractor: Workquest, Inc.  
Contact Name: WorkQuest Customer Service  
Email: customerservice@workquest.com  
Phone: (512) 451-8145

LEGAL SITE:  
Prison Made Good Act 2155.065 and is noncompetitive.  
INTERAGENCY COOPERATION ACT TGC Chapter 771

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			<b>Page</b> 2

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Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
1-1	61515074503 Appointment Planner, Weekly, Black, Wire Bound, 8-7/8 X 11-1/4, Black, 100% Post-Consumer Recycled, Two pages display	615-15	1.00	EA	18.94000	\$18.94	02/13/2023
<b>Schedule Total</b>						\$18.94	
<b>Item Total for Line 1</b>						\$18.94	
2-1	Freight	962-86	1.00	LOT	5.00000	\$5.00	02/13/2023
<b>Schedule Total</b>						\$5.00	
<b>Item Total for Line 2</b>						\$5.00	
<b>Total PO Amount</b>						\$23.94	

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> 	<b>01/31/2023</b>
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