

# 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-3-0000308493</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> 01/18/23
<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b> Page 1
			<b>Ship To:</b> 5059 - Kerrville:721 Thompson Dr HEALTH & HUMAN SERVICES COMMISSION 721 Thompson Dr Kerrville TX 78028 United States

**Vendor:** 1862161688 9  
ODP BUSINESS SOLUTIONS LLC  
PO BOX 660113  
DALLAS TX 75266-0113  
United States

**Bill To:** Invoice-DSHS Accounts Payable  
HEALTH & HUMAN SERVICES COMMISSION  
6711 S New Braunfels  
Ste 100  
San Antonio TX 78223  
United States

**Fax:** 210/531-7883  
**Email:** SAHAccounting@dshs.texas.gov

**Purchaser:** Wherry, Valerie F 940/720-8479

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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PLEASE REPLY TO CONFIRM RECEIPT OF THIS PURCHASE ORDER TO FAX NUMBER (940)720-8446 OR TO valerie.wherry@hhs.texas.gov

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

DELIVERY: 5-7 Days After Receipt of PO

Delivery hours are from 8:00-11:30 AM and 1:00-4:30 PM Monday thru Friday except designated State Holidays

QUOTE #: Shopping Cart 1/18/23  
Account #46319643

AGENCY CONTACT:  
H Leland (Lee) Clancy  
(830)258-5211  
h.clancy@hhs.texas.gov

HHSC BUYER:  
Valerie Wherry, CTCD  
(940)720-8479  
valerie.wherry@hhs.texas.gov

VENDOR:  
PO email to "stateoftexas@officedepot.com"

OMNIA GPO and HHS Contract # HHS000840200001

OMNIA GPO and Supplier Name Contract #R100303

PURCHASING METHOD: EX/0  
Purchase made under the Authority of Texas Government Code 2155.1441 for Health Care Purchasing including group purchasing programs.

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 0000208632

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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
	whiteboard, 24 x 36, Aluminum Frame w/Silver Finish						
					<b>Schedule Total</b>	\$75.19	
					<b>Item Total for Line 1</b>	\$75.19	
2-1	#947757 DYMO D1 41913 Black-On-White Tape, 0.38" x 23"	615-60	6.00	EA	24.99000	\$149.94	01/18/2023
					<b>Schedule Total</b>	\$149.94	
					<b>Item Total for Line 2</b>	\$149.94	
3-1	#218412, DYMO D1 45031 Black-On-White Tape, 0.5" x 23"	615-60	3.00	EA	11.65000	\$34.95	01/18/2023
					<b>Schedule Total</b>	\$34.95	
					<b>Item Total for Line 3</b>	\$34.95	
					<b>Total PO Amount</b>	\$260.08	

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.

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**Authorized By**

*Valerie Wherry, CTCD*

**01/18/2023**