

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-3-0000308521
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 01/18/23
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision 1902 - Temple:2408 S 37th St DEPARTMENT OF STATE HEALTH SERVICES 2408 S 37th St Temple TX 76504 United States
			Page 1

Vendor: 1862161688 9
ODP BUSINESS SOLUTIONS LLC
PO BOX 660113
DALLAS TX 75266-0113
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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NOTE: invoices and payments-contact is Penny Jones at 254-771-6739. Penny.Jones@dshs.texas.gov

FY23 Purchase

Procurement Type: SP/E

Requisition #: 0000216783

INVOICING - See above for Bill to Information

See above for SHIP TO ADDRESS ON PO

AGENCY CONTACT:
Dolores Mojica /254-771-6755
Email: dolores.mojica@dshs.texas.gov

HHSC terms and conditions attached

Purchaser Information:
Name: Leslie Alexander
Phone #: 512-406-2424
Email Address: Leslie.Alexander@hhs.texas.gov

Vendor Information:
Vendor Name: ODP Business Solutions
Contact: Customer Service
Email: stateoftexas@officedepot.com

Freight terms are FOB Destination Prepaid and Allowed
Terms: Net 30

1-1	Item #: 840499 - ControlTek 7-Pin Canvas Locking Night Deposit Bag, 8 1/2" x 11", Blue	085-85	2.00	EA	13.83000	\$27.66	01/20/2023
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Schedule Total	\$27.66
Item Total for Line 1	\$27.66

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Purchaser: Alexander, Leslie L 512/406-2424

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
2-1	Item #: 595275 - Fellowes Professional Series Back Support, Black	615-21	9.00	EA	63.99000	\$575.91	01/20/2023
Schedule Total						\$575.91	
Item Total for Line 2						\$575.91	
Total PO Amount						\$603.57	

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 	01/18/2023
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