#### **Health and Human Services Commission**

#### **Purchase Order**

**Dispatch via Print Payment Terms** Freight Terms Ship Via HHSTX-3-0000308647 Net 30 FOB Dest. Prepaid & Allowed BEST WAY **Purchase Order** If advertised by informal bid, Invitation for Offer, or Request for Proposal; all Date Revision Page specifications, terms, and conditions set forth in the advertisement and vendor's 01/20/23 1 conforming responses become a part of this numbered purchase order. Contractor Ship To: 1199 - Edinburg:2412 E Richardson guarantees goods or services delivered meet or exceed numbered purchase order HEALTH & HUMAN SERVICES COMMISSION requirements. 2412 E Richardson St All shipments, shipping papers, invoices, and correspondence must be identified Edinburg TX 78539 with our Purchase Order Number. United States Vendor: 17601909017 Bill To: Invoice-HHSC-Adult Protective LIBERTY DATA PRODUCTS INC HEALTH & HUMAN SERVICES COMMISSION DBA LIBERTY OFFICE PRODUCTS 2520 S Veterans Blvd PO BOX 630729 PO Box 960 HOUSTON TX 772630729 Edinburg TX 78539 **United States** United States Fax: 956/316-8355 reg11purchases@hhsc.state.tx.us Email: Fletcher, Patricia Rose **Purchaser:** UOM Line-Sch **Inventory Item ID - Line Description** Class/Item Quantity PO Price Extended Amt **Due Date** AGENCY CONTACT: Name: Arlena Salazar Phone: 956/614-7111 Email: arlena.salazar@hhs.texas.gov PURCHASER: Name: Patricia Fletcher Phone:512/406-2538 Email:patricia.fletcher@hhs.texas.gov VENDOR: L berty Office Name Charmaine LeBlanc Phone: 713/789-3282, ext. 113 Email: cleblanc@libertyoffice.com Contract: 615-A1 Term 8/29/201 7 - 8/31/2023 Smart Buy PO: 23081012 FREIGHT: F.O.B. Destination Freight Prepaid Allowed DELIVERY: 3 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 **REQUIREMENTS/LIMITATIONS:** This PO is contingent upon the continued availability of lawful appropriations by the Texas Legislature. FY2023 funding. SHIPPING INSTRUCTIONS: Ship according to the DUE DATES specified on the PO. FREIGHT: F.O.B. Destination Freight prepaid Allowed. Delivery hours are from 8-11:30am and 1-4:30pm M-F Except State Holidays. Invoice per 34 TAC §20.487, amended effective May 1, 2022 1-1 615-69 100.00 DZ 1.65000 \$165.00 02/13/2023 Clip, Binder Large 2" Wide, 1 dozen clips, Supplier Part 36552

Schedule Total \$165.00

Item Total for Line 1 \$165.00

# Health and Human Services Commission

### Purchase Order

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Payment T	erms Freight Terms	Ship V	/ia					tch via Print
Net 30	FOB Dest. Prepaid & Allowed	BEST	WAY		chase Order		STX-3-0	000308647
specification	d by informal bid, Invitation for Offer, or Req ns, terms, and conditions set forth in the adve responses become a part of this numbered pu	rtisement and ve	endor's		20/23	ision		<b>Page</b> 2
	goods or services delivered meet or exceed nu			Ship	HEA	- Edinburg:2412 LTH & HUMAN E Richardson St		OMMISSION
	nts, shipping papers, invoices, and correspo urchase Order Number.	ondence must b	e identified		Edin	burg TX 78539 ed States		
Vendor:	1760190901 7 LIBERTY DATA PRODUCTS INC DBA LIBERTY OFFICE PRODUCTS PO BOX 630729 HOUSTON TX 772630729 <b>United States</b>			Bill	HEA 2520 PO E Edin	ice-HHSC-Adult P LTH & HUMAN S Veterans Blvd Sox 960 burg TX 78539 ed States		OMMISSION
						316-8355 1 purchases@hhsc.s	state.tx.us	
				Pur	chaser: Fleto	cher,Patricia Ros	е	
Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO P	rice E	xtended Amt	Due Date
2-1	Clip, Binder Medium 1 1/4", 1 dozen clips, Supplier Part 36551	615-69	200.00	DZ	.59	9000	\$118.00	02/13/2023
					Schedule T	otal	\$118.00	
					Item Total for Li			
3-1	Clip, Binder, Small, 3/4", 1 dozen clips, Supplier Part 1760190901	615-69	300.00	DZ	.20	5000	\$78.00	02/13/2023
					Schedule T	`otal	\$78.00	
					Item Total for Li	ne 3	\$78.00	
4-1	Cubicle Wall Clips/Fasteners 1-5/16", 24 PK color Charcoal, Supplier Part 61569190673, Manuf Part 80673	615-69	70.00	PKG	5.74	4000	\$401.80	02/13/2023
					Schedule T	'otal	\$401.80	
					Item Total for Li	ne 4	\$401.80	
5-1	Pushpins, clear .5" X .3" Dia., Transparent, 100 Box, Supplier Part 61584572707, Manuf Part 92707	615-84	150.00	BOX	1.00	5000	\$159.00	02/13/2023
					Schedule T	otal	\$159.00	
					Item Total for Li	ne 5	\$159.00	
					Total PO Ame	ount	\$921.80	
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## **Health and Human Services Commission**

#### **Purchase Order**

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Payment Te Net 30	erms Freight Terms FOB Dest. Prepaid & Allowed	<b>Ship Via</b> BEST W		Purchase Order	HHST	X-3-0000308647
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				Date 01/20/23	Revision	<b>Page</b> 3
conforming responses become a part of this numbered purchase order. Contractor guarantees goods or services delivered meet or exceed numbered purchase order requirements. All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Ship To:	1199 - Edinburg:2412 E Richardson HEALTH & HUMAN SERVICES COMMISSION 2412 E Richardson St Edinburg TX 78539 United States		
Vendor:	1760190901 7 LIBERTY DATA PRODUCTS INC DBA LIBERTY OFFICE PRODUCTS PO BOX 630729 HOUSTON TX 772630729 <b>United States</b>			Bill To:	Invoice-HHSC-Adult Protec HEALTH & HUMAN SER 2520 S Veterans Blvd PO Box 960 Edinburg TX 78539 United States	, a ve
				Fax: Email:	956/316-8355 reg11purchases@hhsc.state.	tx.us
				Purchaser:	Fletcher,Patricia Rose	
Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price Exten	ded Amt Due Date

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	
Patricia Fletcher, CTPM	01/20/2023

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