

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-3-0000309020
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 01/26/23
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Page 1
			Ship To: 5750 - Amarillo:3407 Pony Express DEPARTMENT OF STATE HEALTH SERVICES 3407 Pony Express Way Amarillo TX 79118 United States

Vendor: 1391837105 8
4IMPRINT INC
25303 NETWORK PL
CHICAGO IL 606731253
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: Freeman, Lisa M 512/406-2567

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 hours are from 8:00-11:30 AM and 1:00-4:30 PM Monday - Friday except designated State Holidays when the Warehouse is closed.

Please call Agency Delivery Contact to schedule delivery 24 hours prior to arrival.

AGENCY DELIVERY CONTACT:
Purchase Contact
Porscha Jones-Harris
porscha.jonesharris@dshs.texas.gov
806-477-1100

Invoice/Payment Contact (DSHS Internal Only)
Jennifer Davis
HSR01.BUDGET@dshs.texas.gov
806-783-6471

Shipto
3407 Pony Express Way
Amarillo, TX 79118

Building and Room number

HHSC BUYER:
Lisa Freeman, CTCD, CTCM
512-406-2567
Lisa.freeman@hhs.texas.gov

VENDOR:
Amanda Lasure
alasure@4imprint.com

QUOTE #

PURCHASING METHOD: SP-E
Not to Exceed \$10,000.00

REQUIREMENTS/LIMITATIONS:

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This PO is contingent upon the continued availability of lawful appropriations by the Texas Legislature.

Requisition # 0000214514

1-1	Item # 121236-1319: Bottom Gusset Shopper - 13" X 19-1/2"; black with white imprint (commodity code: 085-20)	085-20	300.00	EA	1.49000	\$447.00	01/26/2023
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Schedule Total \$447.00

4imprint
Amanda Lasure
alasure@4imprint.com
101 Commerce Street; P.O. Box 320, Oshkosh, WI 54903
www.4imprint.com
Telephone: (877) 446-7746

PLEASE SEE ATTACHED.

Item Total for Line 1 \$447.00

2-1	Set-up Charge (commodity code: 085-20)	085-20	1.00	EA	55.00000	\$55.00	01/26/2023
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Schedule Total \$55.00

Item Total for Line 2 \$55.00

3-1	Item # 8596-S-SET: Pocket Buddy Notebook Set - Silver Barrel; white with black imprint (commodity code: 785-73)	785-73	300.00	EA	2.93000	\$879.00	01/26/2023
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Schedule Total \$879.00

Item Total for Line 3 \$879.00

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Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
4-1	Set-up Charge (commodity code: 785-73)	785-73	1.00	EA	55.00000	\$55.00	01/26/2023
Schedule Total						\$55.00	
Item Total for Line 4						\$55.00	
5-1	Shipping and Handling	085-20	1.00	EA	123.37000	\$123.37	01/26/2023
Schedule Total						\$123.37	
Item Total for Line 5						\$123.37	
Total PO Amount						\$1,559.37	

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 	01/26/2023
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