

Health and Human Services Commission

Purchase Order

Dispatch via Print

Payment Terms Net 30	Freight Terms Prepaid & Allow	Ship Via BEST WAY	Purchase Order HHSTX-3-0000309255
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 01/31/23
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision 9421 - Waco:801 Austin Ave HEALTH & HUMAN SERVICES COMMISSION 801 Austin Ave Ste B-30 Waco TX 76701 United States
			Page 1

Vendor: 1741976051 1
WORKQUEST
1011 E 53RD 1/2 ST
AUSTIN TX 787511703
United States

Bill To: Invoice-HHSC 07:Headquarters,Q
HEALTH & HUMAN SERVICES COMMISSION
4616 W Howard Ln
Ste 1-120
Austin TX 78728
United States

Fax: 512/832-7756
Email: HHSCReg07_AP_Purchases@hhsc.state.tx.us

Purchaser: Mcmurtray,Nicole

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: 20 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

Agency Contact:
REQUESTOR: Denise Gutierrez-Denise.Gutierrez@hhs.texas.gov
END USER: Lauri Brown
SUPER USER: Chris Taylor - Chris.Taylor@hhs.texas.gov

Purchaser Information:
Name: Nikki McMurtray
Phone #512-776-6190
Email Address: Nikki.McMurtray@hhs.texas.gov

VENDOR:
VID: 17419760511
Contractor: Workquest, Inc.
Contact Name: WorkQuest Customer Service
Email: customerservice@workquest.com
Phone: (512) 451-8145
Address: 1011 East 53 1/2 Street Austin TX 78751

PURCHASING METHOD: EX/0
Purchase made under the Authority of Texas Government Code 2155.441 (WorkQuest/TIBH Set-Aside)

Term Contract: 615-S1
Term: Start Date: 2/1/2002 End Date: 11/30/2026

Smartbuy PO: 23084945

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 217156

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1-1	Paper, Bond, Virgin, Premium No. 4, 20 Lb., 8-1/2" X 11 64521350104-1	645-33	15.00	BOX	60.91000	\$913.65	02/24/2023
Schedule Total						\$913.65	
Item Total for Line 1						\$913.65	
2-1	Inside Delivery	962-86	1.00	BOX	120.60000	\$120.60	02/24/2023
Schedule Total						\$120.60	
Item Total for Line 2						\$120.60	
3-1	Transportation & Freight Charge	962-86	1.00	BOX	45.00000	\$45.00	02/24/2023
Schedule Total						\$45.00	
Item Total for Line 3						\$45.00	
Total PO Amount						\$1,079.25	

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

MK Home Mortgage, LLC, CCM

01/31/2023