

Health and Human Services Commission

Purchase Order

Dispatch via Print

Payment Terms Net 30	Freight Terms FOB Dest. Prepaid & Allowed	Ship Via BEST WAY	Purchase Order HHSTX-3-0000309644
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 02/07/23
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Page 1
		Ship To:	6656 - Lubbock:3401 N University A HEALTH & HUMAN SERVICES COMMISSION 3401 N University Ave 3401 N University Ave Lubbock TX 79415 United States

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

Bill To: Invoice - DADS
HEALTH & HUMAN SERVICES COMMISSION
2501 Maple St
PO Box 451
Abilene TX 79602
United States

Fax: 325/795-3807
Email: 710Accounting@hhsc.state.tx.us

Purchaser: Fletcher, Patricia Rose

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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AGENCY CONTACT:
Name: Luisa Olguin-Torrez
Phone: 806/741-3511
Email: luisa.olguin-torrez@hhs.texas.gov

PURCHASER:
Name Patricia Fletcher
Phone: 512/406-2538
Email: patricia.fletcher@hhs.texas.gov

VENDOR: ODP Business Solutions, LLC
Name: Richard Merten
Phone: 832/477-6118
Email: richard.merten@odpbusiness.com
Procurement methods were evaluated, and the best value is provided using the TXMAS contract.
Txmas Contract: TxMAS-20-7501
Term: 12/16/209 - 3/31/2029 no renewals

Smartbuy PO: 23085789

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 or 710Accounting@hhsc.state.tx.us

1-1	PaperPro Translucent Desktop Stapler, Translucent Green Item#980216	605-88	1.00	EA	14.79000	\$14.79	02/16/2023
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Schedule Total \$14.79

Item Total for Line 1 \$14.79

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Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
2-1	PaperPro Translucent Desktop Stapler, Translucent RED Item#923328	605-88	1.00	EA	14.79000	\$14.79	02/16/2023
Schedule Total						<u>\$14.79</u>	
Item Total for Line 2						<u>\$14.79</u>	
3-1	PaperPro inVOLVE 20 One-Finger Desktop Stapler Black/Gray Item#756065	605-88	1.00	EA	14.79000	\$14.79	02/16/2023
Schedule Total						<u>\$14.79</u>	
Item Total for Line 3						<u>\$14.79</u>	
4-1	PaperPro inPOWER 20 One-Finger Desktop Stapler, Translucent BLUE Item#203125	605-88	1.00	EA	14.79000	\$14.79	02/16/2023
Schedule Total						<u>\$14.79</u>	
Item Total for Line 4						<u>\$14.79</u>	
5-1	Sharpie Accent Highlighters, 12 Item#203125	620-90	1.00	DOZ	6.39000	\$6.39	02/16/2023
Schedule Total						<u>\$6.39</u>	
Item Total for Line 5						<u>\$6.39</u>	
6-1	Pendaflex Smart Shield File Pockets,	615-41	3.00	BOX	26.52000	\$79.56	02/16/2023

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Letter Size, rope, 5 1/4in Expansion
Item#8833773

Schedule Total _____ \$79.56

Item Total for Line 6 _____ \$79.56

Total PO Amount \$145.11

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 <i>Patricia Fletcher, CFPM</i>	02/07/2023
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