

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-3-0000309895
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 02/10/23
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Page 1
			Ship To: 6943 - Austin:6101 E Oltorf HEALTH & HUMAN SERVICES COMMISSION 6101 E Oltorf Austin TX 78741 United States

Vendor: 1043390816 6
STAPLES CONTRACT AND COMMERCIAL LLC
DBA STAPLES BUSINESS ADVANTAGE
PO BOX 660409
DALLAS TX 75266
United States

Bill To: Invoice-HHSC Accounting
HEALTH & HUMAN SERVICES COMMISSION
4601 W Guadalupe St
Austin TX 78751
United States

Fax: 512/424-6901
Email: HHSC_AP@hhsc.state.tx.us

Purchaser: Maldonado, Daniel Ray

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: 14 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

Health Human Services Commission
Mail Code: 3500
4900 N. Lamar Blvd.
Austin, TX 78751
Bill to Code: 3500
Medical Social Services Division

Delivery Address:
Disability Determination Services
6101 E. Oltorf Street
Austin, TX 78741
ATTN: SMS Jackie Gonzales
Phone: (512)437-8776

AGENCY CONTACT:
Final Destination: Wesley Guerrero
Phone: (512)437-8351
Email address: DDS.TX.S49.AP@ssa.gov

Contract Specialist: Dana Sherrill
Phone: (512) 206-5647
Email: Dana.Sherrill@hhs.texas.gov

Ship to Attn: Jackie Gonzalez

HHSC BUYER:
Daniel Maldonado, CTCD
512-406-2649
Daniel.Maldonado01@hhs.texas.gov

VENDOR:
Staples Contract Commercial LLC
Support_ct@staples.com

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PURCHASING METHOD: CP/X
 Procurement methods were evaluated, and the best value is provided using the TXMAS contract.

Txmas Contract: TXMAS-20-7502
 Term: Today until 8/31/23
 Smartbuy PO: 23086352

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 # 0000217592

Note: Commercial vehicle deliveries must back into the loading dock when making deliveries to the Texas DDS thereby making it unsuitable for semi-trailers longer than 53 feet with a truck attachment that contains a sleeper cab. To avoid damage to property and surrounding trees, please use a delivery vehicle that is suitable for this location.

Please send all invoices to Disability Determination Services PO Box 149198 Austin, TX 78714-9198 for authorization.

1-1	Dymo Lw Durable Labels for Labelwriter Label Printers White Poly 1 x 2, 1/8 Rolls of 160 Supplier Part Number: 2274722	605-30	10.00	ROL	13.95000	\$139.50	02/24/2023
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Schedule Total	\$139.50
Item Total for Line 1	\$139.50
Total PO Amount	\$139.50

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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

**Daniel
Maldonado**

Digitally signed by Daniel
Maldonado
Date: 2023.02.10
09:01:01 -06'00'

02/10/2023