

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-3-0000309940
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 5998 - Richmond:2100 Preston HEALTH & HUMAN SERVICES COMMISSION 2100 Preston Richmond TX 77469 United States
			Page 1

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

Bill To: Invoice - DADS
HEALTH & HUMAN SERVICES COMMISSION
4001 Highway 36 South
Brenham TX 77833
United States

Fax: 979/277-1865
Email: 712Accounting@hhs.texas.gov

Purchaser: Alexander, Leslie L 512/406-2424

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY23 Purchase

Texas Smart Buy Purchase Order #: 23086430

CP/X
TXMAS-20-7501
Term: 12/16/2019 thru 03/31/2023
No Renewal Options Remain

Requisition #: 0000218668 0000218571

INVOICING - See above for Bill to Information

See above for SHIP TO ADDRESS ON PO

AGENCY CONTACT:
Name: Diana Dockal / 281-344-4277
Email: Diana.Dockal@hhs.texas.gov

HHSC terms and conditions attached

Purchaser Information:
Name: Leslie Alexander
Phone #: 512-406-2424
Email Address: Leslie.Alexander@hhs.texas.gov

VENDOR INFORMATION:
VID: 18621616889
Contractor: ODP Business Solutions, LLC
Contact Name: Richard Merten
Email: richard.merten@odpbusiness.com
Phone: (832) 477-6118
Alternate Contact Name: Lori Pickering

Freight Terms are FOB Destination Prepaid and Allowed/Add
Terms: Net 30

1-1	UNI-BAL 207 GEL PEN-MEDIUM PEN POINT - 0.7 MM PEN POINT	620-80	2.00	PKG	3.98000	\$7.96	02/13/2023
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	SIZE-REFILLALE-RETRACTABLE - BLUE; 4/PACK; SUPPLIER PART # 9452711; MFG# UBC45532PP						
					Schedule Total	\$7.96	
					Item Total for Line 1	\$7.96	
2-1	SMEAD PRESSBOARD CLASSIFICATION FOLDERS WITH SAFESHIELD FASTENERS; 3 DIVIDERS; LETTER SIZE; 10/BOX; SUPPLIER PART# 307983; MFG#C402-5A-3D	615-45	2.00	BOX	59.92000	\$119.84	02/13/2023
					Schedule Total	\$119.84	
					Item Total for Line 2	\$119.84	
3-1	POST-IT ARROW PRINTED FLAGS, 1/2 IN, "SIGN HERE"; ASSORTED COLORS; 30 FKAGS PER PAD/PACK OF 4; SUPPLIER PART # 750067; MFG# 684-SH	615-93	8.00	PKG	3.40000	\$27.20	02/13/2023
					Schedule Total	\$27.20	
					Item Total for Line 3	\$27.20	
4-1	POST-IT MESSAGE FLAGS IN DESK GRIP DISPENSER, "SIGN HERE"; 1" X 1 7/10", YELLOW, 200 FLAGS; SUPPLIER PART # 304954; MFG#680-HVSH	615-93	6.00	PKG	7.01000	\$42.06	02/13/2023
					Schedule Total	\$42.06	
					Item Total for Line 4	\$42.06	
5-1		645-31	4.00	PKG	9.31000	\$37.24	02/13/2023

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	NEENAH BRIGHT PREMIUM CARD STOCK, LETTER SIZE 65 LBS, WHITE; 250 SHEETS/PACK; SUPPLIER PART # 458621; MFG# 91904						
					Schedule Total	\$37.24	
					Item Total for Line 5	\$37.24	
6-1	ODB INSERTABLE DIVIDERS WITH BIG TABS, BUFF, CLEAR TABS, 8- TAB, 4 SETS; SUPPLIER PART # 976336; MFG# 3585414777	615-39	4.00	SET	3.69000	\$14.76	02/13/2023
					Schedule Total	\$14.76	
					Item Total for Line 6	\$14.76	
7-1	198514 - Uni-Ball Signo Gel 207 Retractable Gel Pens, Medium Point, 0.7 mm, Clear Barrel, Black Ink, Pack Of 4 Pens	620-80	3.00	PKG	3.99000	\$11.97	02/13/2023
					Schedule Total	\$11.97	
					Item Total for Line 7	\$11.97	
Total PO Amount						\$261.03	

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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

Leslie Alexander, CTP

02/10/2023