

# Health and Human Services Commission

## Purchase Order

Dispatch via Print

<b>Payment Terms</b> Net 30	<b>Freight Terms</b> Prepaid & Allow	<b>Ship Via</b> BEST WAY	<b>Purchase Order</b> <b>HHSTX-3-0000310711</b>
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.			<b>Date</b> 02/24/23
<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b> 2013 - Austin:5451 N IH 35 HEALTH & HUMAN SERVICES COMMISSION 5451 N IH 35 PO Box 12668 Ste D Austin TX 78723 United States
			<b>Page</b> 1

**Vendor:** 3102102102 2  
HOUSE OF REPRESENTATIVES  
PO BOX 2910  
AUSTIN TX 787682910  
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@hhs.state.tx.us

**Purchaser:** Connell,Ron Lee

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

Exempt  
EX/0

Requisition #: HHSTX-3-0000219180

Requester Name: Lisa Kemp  
Phone #: +1 (512) 206-5326  
Email: Lisa.Kemp@hhs.texas.gov

PRIMARY POINT OF CONTACT  
Name: Marissa Olgin  
Email: marissa.olgin@hhs.texas.gov  
Phone: 512.706.7107

SHIP TO: Tamara Starzyk, 2005 County Road 413, Thorndale, TX 76577

Purchaser Name: Ron Connell  
Phone #: 512-406-2666  
Email: Ron.CConnell@hhs.texas.gov

Office of the Sergeant-at-Arms - 512-463-0910

Goods and/or services are to be delivered and invoiced after September 1, 2022.

Procurement exempt from CPA rules - In accordance with Texas Government Code, Title 7, Chapter 771, Interagency Cooperation Act.

This purchase order is contingent upon the continued availability of lawful appropriations by the Texas Legislature CPA Procurement Manual, and may be cancelled at any time in whole or part without penalty.

Confirmation #62160WKQ - please print on check

Invoicing and Payment: The invoice shall contain all the following in order to be considered for payment: PO number referenced, a unique invoice number, invoice date, and the total invoice amount. Each invoice shall also have an attached copy of the bill in order to be paid. Mail all original invoices to the BILL TO ADDRESS ON PO. Payment terms are net thirty days (30) unless a discount has been offered. Facility is not responsible for failure by the vendor to properly invoice which may delay payment processing.

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1-1	3'X5' Texas Flag - Cotton	037-43	1.00	EA	20.00000	\$20.00	02/27/2023
<b>Schedule Total</b>						\$20.00	
<b>Item Total for Line 1</b>						\$20.00	
2-1	Gift Box	037-43	1.00	EA	1.36000	\$1.36	02/27/2023
<b>Schedule Total</b>						\$1.36	
<b>Item Total for Line 2</b>						\$1.36	
3-1	Certificate - Tamara Starzyk	037-43	1.00	EA	.60000	\$0.60	02/27/2023
<b>Schedule Total</b>						\$0.60	
<b>Item Total for Line 3</b>						\$0.60	
4-1	shipping	962-86	1.00	EA	9.00000	\$9.00	02/27/2023
<b>Schedule Total</b>						\$9.00	
<b>Item Total for Line 4</b>						\$9.00	
<b>Total PO Amount</b>						\$30.96	

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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**



02/24/2023