

# 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-3-0000311026</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> 02/28/23
<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b>  <b>Page</b> 1
		<b>Ship To:</b>	5950 - El Paso:6700 Delta Dr HEALTH & HUMAN SERVICES COMMISSION 6700 Delta Dr 6700 Delta Dr El Paso TX 79905 United States

**Vendor:** 1263499518 2  
MONO MACHINES LLC  
DBA SUPPLY CHIMP  
228 PARK AVE S # 36842  
NEW YORK NY 10003-1502  
United States

**Bill To:** Invoice-DSHS Accounts Payable  
DEPARTMENT OF STATE HEALTH SERVICES  
1200 E Brin  
PO Box 70  
Terrell TX 75160  
United States

**Fax:** 972/551-8052  
**Email:** DSHS.TSHBusinessOffice@dshs.texas.gov

**Purchaser:** Omisore,Oluwaseyi Samue 512/776-4242

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.

VENDORS SEND INVOICES VIA EMAIL TO dshs.tshbusinessoffice@dshs.texas.gov

FREIGHT: F.O.B. Destination Freight Prepaid Allowed

DELIVERY: 5 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:  
Marisa Gamboa  
915-782-6575 Marisa.Gamboa@hhs.texas.gov

Ship to Attn: Marisa Gamboa  
El Paso SSLC Bldg. 502

HHSC BUYER:  
Oluwaseyi Omisore, CTCD, CTCM  
512-776-4242 Oluwaseyi.Omisore@hhs.texas.gov

VENDOR: Mono Machines LLC dba Supply Chimp  
Chris McPherson  
(800) 592-1306 helpme@supplychimp.com

QUOTE: Price from vendor

PURCHASING METHOD: CP/X

Procurement methods were evaluated, and the best value is provided using the TXMAS contract.

Txmas Contract: TXMAS-19-7502

Term

Smartbuy PO: 23111959

REQUIREMENTS/LIMITATIONS:

This PO is contingent upon the continued availability of lawful appropriations by the Texas Legislature. FY2023 funding.

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Invoice per 34 TAC \$20.487, amended effective May 1, 2022

Requisition 0000217354

1-1	Pendaflex heavy duty file pockets. Part #64147	615-41	3.00	EA	35.43000	\$106.29	03/07/2023
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**Schedule Total**                      \$106.29

**Item Total for Line 1**                      \$106.29

**Total PO Amount** \$106.29

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**

*Oluwaseyi Omisore CTCB CTCM*

02/28/2023