

# 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-3-0000311980</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> 03/14/23
<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> 1787 - Houston:5425 Polk St HEALTH & HUMAN SERVICES COMMISSION 5425 Polk St PO Box 16017 Ste. 230 Houston TX 77023 United States

**Vendor:** 1954780914 5  
 VERSA PRODUCTS INC  
 14105 AVALON BLVD  
 LOS ANGELES CA 900612637  
 United States

**Bill To:** Access and Eligibility Service  
 HEALTH & HUMAN SERVICES COMMISSION  
 5425 Polk St  
 PO Box 16017  
 Ste. 230  
 Houston TX 77023  
 United States

**Email:** shannon.collins@hhs.texas.gov; chandra.y

**Purchaser:** Farris,Lilly K 512/406-2452

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

AP Email Address: reg\_06\_regional\_budget\_prf@hhs.texas.gov

PROCUREMENT TYPE: OM/F (Informal IFB)  
 Texas Government Code 2156.063  
 Not to Exceed \$25,000

REQUISITION #: HHSTX-3-0000218992

DELIVERY: 30 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 / SHIPPING INFO:**

Name: Stephanie Wilson  
 Facility: HHSC Houston Office  
 Phone: 713-767-3177  
 Email: stephanie.wilson2@hhs.texas.gov

**HHSC BUYER/PURCHASER:**

Name: Lilly Farris CTCD  
 Phone: 512-406-2452  
 Email: lilly.farris@hhs.texas.gov

**VENDOR:**

Name: Versa Products Inc  
 Contact: Louie Ortiz  
 Phone: 310-353-7109  
 Email: louie.ortiz@versaproducts.com

Informal IFB Quote #: HHSTX-3-218992

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

**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  
 Quote #HHSTX-3-311980 attached

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Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
1-1	Downview Adjustable Computer Table - 36 x 24, Black Frame, Cherry Surface VT1053624-01-02	425-20	20.00	EA	656.10000	\$13,122.00	04/14/2023
<b>Schedule Total</b>						\$13,122.00	
<b>Item Total for Line 1</b>						\$13,122.00	
<b>Total PO Amount</b>						\$13,122.00	

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.

<b>Authorized By</b>  <i>Lilly Lannia, CTCD</i>	<b>03/14/2023</b>
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