

Department of State Health Services

Purchase Order

Dispatch via Print

Payment Terms Net 30	Freight Terms Prepaid & Allow	Ship Via BEST WAY	Purchase Order HHSTX-3-0000312333
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 03/17/23
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Page 1
		Ship To:	4544 - Austin:1111 W North Loop DEPARTMENT OF STATE HEALTH SERVICES 1111 W North Loop Austin TX 78756 United States

Vendor: 1741976051 1
WORKQUEST
1011 E 53RD 1/2 ST
AUSTIN TX 787511703
United States

Bill To: Invoice-DSHS Fiscal Claims
DEPARTMENT OF STATE HEALTH SERVICES
1100 W 49th St (RBB)
PO Box 149347
Austin TX 78756
United States

Fax: 512/458-7442
Email: invoices@dshs.texas.gov

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: invoices@dshs.texas.gov

PROCUREMENT TYPE: Non-Competitive: EX/0 (WorkQuest)
Purchase made under the Authority of Texas Government Code 2155.441 (WorkQuest/TIBH Set-Aside)

REQUISITION #: HHSTX-3-0000223396

DELIVERY: Days After Receipt of TxSmartBuy PO #: Inside Delivery to:

Delivery hours are from 8:00-11:30 AM and 1:00-4:00 PM Monday - Friday except designated State Holidays

AGENCY CONTACT:
Name: Celeste Ramirez
Facility: HHSC Austin Office Tower Building T809
Phone: 737-262-6582
Email: celeste.ramirez@dshs.texas.gov

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

VENDOR INFORMATION:
Name: WorkQuest
Contact: Customer Service
Phone: 512-451-8145
Email Address: orders@workquest.com

QUOTE #: TxSmartBuy Online Pricing

TxSmartBuy PO #: 23115573
Term Contract #: 645-S1
Term: 02-01-2022 to 11-30-2026

FREIGHT: F.O.B. Destination Freight Prepaid Allowed
TxSmartBuy PO #23115573 attached

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			Ship To: 4544 - Austin:1111 W North Loop DEPARTMENT OF STATE HEALTH SERVICES 1111 W North Loop Austin TX 78756 United States

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1-1	Paper, Bond, White, Prem No. 4, 20 Lb, Letter, Qty Price Breaks, Zones 1,2,3 Supplier Part Number: 64521350104-1 Manufacturer: Skilcraft	645-21	20.00	CTN	60.91000	\$1,218.20	04/06/2023
Schedule Total						\$1,218.20	
Item Total for Line 1						\$1,218.20	
Total PO Amount						\$1,218.20	

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

Lilly Farris, CTCD

03/17/2023