

# Health and Human Services Commission

## Purchase Order

**TX SmartBuy PO ID 23119019**

**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-3-0000312644</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> 03/21/23
<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>	4547 - Wichita Falls:6515 Kemp Blv HEALTH & HUMAN SERVICES COMMISSION 6515 Kemp Blvd PO Box 300 Wichita Falls TX 76308 United States

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

**Bill To:** Terrell SH Whse  
HEALTH & HUMAN SERVICES COMMISSION  
1200 E Brin  
PO Box 70  
Terrell TX 75160  
United States

**Email:** DSHS.TSHBusinessOffice@dshs.texas.gov

**Purchaser:** Small,Amir

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

FREIGHT: F.O.B Destination Freight Prepaid Allowed

DELIVERY: 7-30 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 when the Warehouse is closed.

Please call Agency Delivery Contact to schedule delivery 24 hours prior to arrival.

DELIVERY CONTACT:  
NT Wichita Falls SSLC  
Contact: Stacy Ward  
Ph: 940-689-5311  
Email: stacy.ward@hhs.texas.gov

HHSC BUYER:  
Amir Small,CTCD, Purchaser III,  
Ph:512-406-2592  
Em:Amir.Small@hhs.texas.gov

VENDOR:  
WorkQuest  
Customer Service  
Ph: 512-451-8145  
Email: customerservice@workquest.com

PURCHASING METHOD: EX-0  
Purchase made under the Authority of Texas Government Code 2155.144 for goods or services acquired for the benefit or on behalf of clients of programs operated by the agency.

Term: 11/19/2021-11/30/2026  
Smartbuy PO:23119019

REQUIREMENTS/LIMITATIONS:  
This PO is contingent upon the continued availability of lawful appropriations by the Texas Legislature.

Requisition # MIM2312114      Line(s):1,2,3,5,8

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1-1	620-90-68020-8 HI-LITER AST COL 4/PKG WRKQST 62090680208	620-90	40.00	PKG	4.80000	\$192.00	04/04/2023
<b>Schedule Total</b>						\$192.00	
<b>Item Total for Line 1</b>						\$192.00	
2-1	485-16-30100-7 CLEANER CARPET SPT RMVR 25OZ WRKQST 3/CS SQZ BTL	485-16	15.00	CS	48.28000	\$724.20	03/31/2023
<b>Schedule Total</b>						\$724.20	
<b>Item Total for Line 2</b>						\$724.20	
3-1	475-41-48297-3 GLOVE NTRL PF XL BLU 100/BX WRKQST 47541484058	475-41	800.00	BX	13.63000	\$10,904.00	03/28/2023
<b>Schedule Total</b>						\$10,904.00	
<b>Item Total for Line 3</b>						\$10,904.00	
4-1	475-41-48105-8 GLOVE NTRL PF SML BLU 100/BX WRKQST 47541484058	475-41	800.00	BX	13.63000	\$10,904.00	03/28/2023
<b>Schedule Total</b>						\$10,904.00	
<b>Item Total for Line 4</b>						\$10,904.00	
5-1	365-10-62180-2 PAD FLOOR BUFF GRY 19IN 5/BX WRKQST 36510621802	365-10	30.00	BX	23.51000	\$705.30	04/20/2023
<b>Schedule Total</b>						\$705.30	
<b>Item Total for Line 5</b>						\$705.30	

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**Total PO Amount** \$23,429.50

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**

Amir Small, CTCO

**03/21/2023**