

# 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-3-0000312708</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> 03/22/23
<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b> 1
			<b>Ship To:</b> 0751 - Copperas Cove:317 Casa Dr HEALTH & HUMAN SERVICES COMMISSION 317 Casa Dr PO Box 900 Copperas Cove TX 76522 United States

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

**Bill To:** Invoice-HHSC 07:Headquarters,Q  
HEALTH & HUMAN SERVICES COMMISSION  
4616 W Howard Ln  
Ste 1-120  
Austin TX 78728  
United States

**Fax:** 512/832-7756  
**Email:** HHSCReg07\_AP\_Purchases@hhsc.state.tx.us

**Purchaser:** Maldonado,Daniel Ray

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: 21 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:  
Ainslee Rangel  
254-278-8362  
Ainslee.Rangel@dfps.texas.gov

Ship to Attn: Ainslee Rangel

HHSC BUYER:  
Daniel Maldonado, CTCD  
512-406-2649  
Daniel.Maldonado01@hhs.texas.gov

VENDOR:  
Workquest  
orders@workquest.com

PURCHASING METHOD: EX/0  
Purchase made under the Authority of Texas Government Code 2155.441 (WorkQuest/TIBH Set-Aside)

Term Contact: 645-S1  
Term: Today until 8/31/23  
Smartbuy PO: 23121691

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

Requisition # 0000223025

1-1	645-21	25.00	BOX	60.91000	\$1,522.75	04/12/2023
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Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
	Paper, Bond, Virgin, Premium No. 4, 20 Lb., 8-1/2" X 11" Supplier Part Number: 64521350104-2						
					<b>Schedule Total</b>	\$1,522.75	
					<b>Item Total for Line 1</b>	\$1,522.75	
2-1	Inside Delivery Charge	962-86	1.00	LOT	141.00000	\$141.00	04/12/2023
					<b>Schedule Total</b>	\$141.00	
					<b>Item Total for Line 2</b>	\$141.00	
3-1	Liftgate Fee	962-86	1.00	LOT	45.00000	\$45.00	04/12/2023
					<b>Schedule Total</b>	\$45.00	
					<b>Item Total for Line 3</b>	\$45.00	
<b>Total PO Amount</b>						<b>\$1,708.75</b>	

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.

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Authorized By

*Daniel Maldonado*, CTCD

03/22/2023