

Health and Human Services Commission

Purchase Order

Dispatch via Print

Payment Terms Net 30	Freight Terms Prepaid & Allow	Ship Via BEST WAY	Purchase Order HHSTX-3-0000312831
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 03/23/23
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Page 1
			Ship To: 5030 - Terrell:1200 E Brin HEALTH & HUMAN SERVICES COMMISSION 1200 E Brin PO Box 70 Terrell TX 75160 United States

Vendor: 1751164207 0
OAK CLIFF OFFICE SUPPLY & PRINTING INC
1876 LONE STAR DR
DALLAS TX 75212
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: Alvarado, Veronica

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY23 Purchase / Requisition #: 0000218596

Procurement Type: SP/E
Not to Exceed \$4,130.00

Shipping Instructions: Ship according to the DUE DATES specified on the PO.

Freight: F.O.B Destination Freight Prepaid Allowed

Delivery: 20 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

VENDORS EMAIL INVOICES TO: DSHS.TSHBUSINESSOFFICE@DSHS.TEXAS.GOV

Quote #8481-0

Agency Contact:
Casen Krause @ N/A
casen.krause@hhs.texas.gov

Contract Manager:
Stephany VanBolden @ 972-551-8563
stephany.vanbolden@hhs.texas.gov

Purchaser:
Veronica Alvarado @ 512-406-2505
Veronica.Alvarado@hhs.texas.gov

Vendor Information
OCOP Express (Oak Cliff Office Supply Printing)
Cory Ann Shelton @ 972-563-7661
CHSELTON@OCOPEXPRESS.COM

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

1-1	KELISTA DESK CHAIR,MESH/LTHR;	425-06	20.00	EA	189.00000	\$3,780.00	04/27/2023
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All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Page 2
			Ship To: 5030 - Terrell:1200 E Brin HEALTH & HUMAN SERVICES COMMISSION 1200 E Brin PO Box 70 Terrell TX 75160 United States

Vendor: 1751164207 0
OAK CLIFF OFFICE SUPPLY & PRINTING INC
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Email: DSHS.TSHBusinessOffice@dshs.texas.gov

Purchaser: Alvarado, Veronica

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
	Item #BLX5MLEAGG						
					Schedule Total	\$3,780.00	
					Item Total for Line 1	\$3,780.00	
2-1	Freight	962-86	1.00	LOT	350.00000	\$350.00	04/27/2023
					Schedule Total	\$350.00	
					Item Total for Line 2	\$350.00	
					Total PO Amount	\$4,130.00	

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.

Authorized By

Veronica Alvarado, CTCRS, CTCM

03/27/2023