

# Department of State Health Services

## 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-3-0000313046</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> 03/24/23
<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b> 6694 - Austin:1111 W North Loop HEALTH & HUMAN SERVICES COMMISSION 1111 W North Loop Austin TX 78756 United States
			<b>Page</b> 1

**Vendor:** 1453328644 0  
AMAZON CAPITAL SERVICES INC  
PO BOX 35184  
SEATTLE WA 981245185  
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:** Mills, George M

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: 1-30 Days After Receipt of PO

DELIVERY: 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.

Please follow the Texas Comptroller's Invoicing standards as seen below.

Include PO Number on invoices, bills, receipts, bill lading, packing slips, and back order.

(a) To receive payment, a contractor must submit an invoice to the State Agency receiving the goods or services.

The invoice should include, but is not limited to including:

- (1) the contractor's mailing and e-mail (if applicable) address.
- (2) the contractor's telephone number.
- (3) the name and telephone number of a person designated by the contractor to answer questions regarding the invoice.
- (4) the state agency's name, agency number, delivery address.
- (5) the state agency's purchase order number, if applicable.
- (6) the contract number or other reference number, if applicable.
- (7) a valid Texas identification number (TIN) issued by the Comptroller.
- (8) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice.
- (9) unit numbers corresponding to the amount of the invoice.
- (10) if submitting an invoice after receiving an assignment of a contract, the TIN of the original contractor and the TIN of the successor vendor.
- (11) other relevant information supporting and explaining the payment requested.

Warehouse: Please deliver to bldg. 800

**AGENCY CONTACT:**

Lead Contact: Torres, Michele Ann  
Lead Contact Email: Michele.Torres@dshs.texas.gov  
Lead Contact Phone: 1 (512) 776-3538

Requester Name:  
Requester Phone Number/Area Code:  
Requester E-mail Address:

Facility:

Contract Manager Name:  
Contract Manager Email:  
Contract Manager Phone:

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**Purchaser:** Mills,George M

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Ship to Attn: Torres Michele Ann  
Phone Number/Area Code: 1 (512) 776-3538  
E-mail Address: Michele.Torres@dshs.texas.gov

Building and Room number  
bldg.

HEALTH HUMAN SERVICES COMMISSION  
1111 W North Loop  
Austin TX 78756  
United States

Warehouse: Please deliver to bldg. Delivery Contact: Lyndsey Christena  
Phone: 512-776-7404  
Email: Lyndsey.christena@dshs.texas.gov  
Bldg/Floor/Cubicle: Moreton 7th Suite 733, Cube 732

HHSC BUYER:  
George Mills, CTCD, Ph 512-406-2651, Fax 512-406-2695,  
email George.Mills@hhs.texas.gov

Vendor Name: AMAZON CAPITAL SERVICES INC  
Vendor ID: 1453328644  
Vendor Contact:  
Vendor Address: PO BOX 35184  
SEATTLE, WA 981245185  
United States  
Vendor Phone:  
Vendor Email:  
Alternate Email:

PLEASE HAVE VENDORS SEND INVOICES to

QUOTE:

PURCHASING METHOD: SP/E  
Not to Exceed \$10,000.00

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

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**Purchaser:** Mills, George M

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
Requisition 0000222048							
1-1	Targus Portable Chill Hub with High Speed Fans Ventilation Prevents Overheating, 4-Port USB Hub, Rubber grips, Cooling Pad for up to 17-inch Laptop (AWE84US)	425-83	7.00	EA	52.99000	\$370.93	03/24/2023
<b>Schedule Total</b>						\$370.93	
<b>Item Total for Line 1</b>						\$370.93	
2-1	Luxor (TC111-B) Tub Cart	560-02	1.00	EA	206.92000	\$206.92	03/24/2023
<b>Schedule Total</b>						\$206.92	
03/24/2023 Price change from \$220.96 to \$206.92. GM						<b>Item Total for Line 2</b>	\$206.92
3-1	Seat Cushion Pillow for Office Chair - Memory Foam Firm Coccyx Pad - Tailbone, Sciatica, Lower Back Pain Relief - Lifting Cushion for Car, Wheelchair, School Chair, Computer and Desk Chair	615-21	3.00	EA	34.15000	\$102.45	03/24/2023
<b>Schedule Total</b>						\$102.45	
<b>Item Total for Line 3</b>						\$102.45	
4-1	Pack of 2 Acrylic Pen Pencil Holder Cup/Desktop Stationery Makeup Brush Storage Organizer Caddy Box for Desk Table, Office School Supplies, Home Bedroom - Gold Bottom	055-69	1.00	PCK	7.89000	\$7.89	03/24/2023
<b>Schedule Total</b>						\$7.89	

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<b>Item Total for Line 4</b>						\$7.89	
5-1	Allsop Metal Art Ventilated Adjustable Laptop Stand	785-43	1.00	EA	29.95000	\$29.95	03/24/2023
<b>Schedule Total</b>						\$29.95	
<b>Item Total for Line 5</b>						\$29.95	
6-1	Officemate International Corp. 97212 Translucent Paper Clips, Vinyl, Giant, 200/pk, BE/PE/GN/RD/SR	615-69	4.00	EA	14.46000	\$57.84	03/24/2023
<b>Schedule Total</b>						\$57.84	
<b>Item Total for Line 6</b>						\$57.84	
7-1	Swingline Stapler Value Pack, Standard Stapler, 15 Sheet Capacity, Includes Staples and Staple Remover, Black (54567)	605-88	2.00	EA	8.17000	\$16.34	03/24/2023
<b>Schedule Total</b>						\$16.34	
<b>Item Total for Line 7</b>						\$16.34	
8-1	Desk Organizer Office Accessories, Acrylic-Functional Desk Organizer with 8 Compartments and 1 Drawer for Home, Office, School, Workshop, kitchen (Clear)	615-33	1.00	EA	25.99000	\$25.99	03/24/2023
<b>Schedule Total</b>						\$25.99	
<b>Item Total for Line 8</b>						\$25.99	
9-1	Flash Furniture Vibrant Cherry Tomato	425-30	1.00	EA	95.47000	\$95.47	03/24/2023

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Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
	and Chrome Swivel Task Office Chair with Tractor Seat						
					<b>Schedule Total</b>	\$95.47	
					<b>Item Total for Line 9</b>	\$95.47	
10-1	Miruo Full Length Mirror, 59" x 20", Standing Hanging or Leaning Against Wall Floor Mirrors Body Dressing Wall- Mounted for Living Room, Bedroom with Aluminum Alloy Thin Frame, Black	440-50	1.00	EA	85.99000	\$85.99	03/24/2023
					<b>Schedule Total</b>	\$85.99	
					<b>Item Total for Line 10</b>	\$85.99	
11-1	WOHOMO Folding Desk, Small Foldable Desk 31.5" for Small Spaces, Space Saving Computer Table Writing Workstation for Home Office, Easy Assembly, Oak	425-58	2.00	EA	67.89000	\$135.78	03/24/2023
					<b>Schedule Total</b>	\$135.78	
					<b>Item Total for Line 11</b>	\$135.78	
12-1	Bush Business Furniture Hybrid Computer Table Desk with Metal Legs, 72W x 30D, Platinum Gray	425-21	1.00	EA	282.99000	\$282.99	03/24/2023
					<b>Schedule Total</b>	\$282.99	
					<b>Item Total for Line 12</b>	\$282.99	
13-1	Serta Smart Layers AIR Arlington Executive Chair, Leather, Black/Pewter	425-58	1.00	EA	329.99000	\$329.99	03/24/2023

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<b>Schedule Total</b>						\$329.99	
03/24/2023 price change from \$399 to \$329.99. GM							
<b>Item Total for Line 13</b>						\$329.99	
14-1	Logitech Mouse MX Vertical, 910-005448	600-02	1.00	EA	92.99000	\$92.99	03/24/2023
<b>Schedule Total</b>						\$92.99	
<b>Item Total for Line 14</b>						\$92.99	
15-1	FINDMAG 30 PACK Fridge Magnets, Magnets for Whiteboard, Strong Refrigerator Magnets, Neodymium Magnet Pins, Small Magnets, Rare Earth Magnets, Magnets for Map Kitchen Cabins Hanging (Silver)	785-26	6.00	PCK	9.55000	\$57.30	03/24/2023
<b>Schedule Total</b>						\$57.30	
<b>Item Total for Line 15</b>						\$57.30	
16-1	FINDMAG 30 Pack Fridge Magnet, Refrigerator Magnets, Strong Neodymium Magnets for Hanging, Small Magnets for Whiteboard, Strong Magnets (Rose Gold)	785-26	1.00	PCK	9.45000	\$9.45	03/24/2023
<b>Schedule Total</b>						\$9.45	
<b>Item Total for Line 16</b>						\$9.45	
17-1	SUNMORY Floor Lamp with Shelves, Modern Square Standing Lamp with 3 Color Temperature Bulb, Corner Display Bookshelf Lamp for Living Room and Bedroom, Black	285-48	2.00	EA	41.99000	\$83.98	03/24/2023

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					<b>Schedule Total</b>	\$83.98	
					<b>Item Total for Line 17</b>	\$83.98	
18-1	EHO Portable Lightweight Laptop Pad with Foldable Laptop Stopper, Retractable Mouse Pad Tray for Business, Study, WFH	616-55	2.00	EA	25.99000	\$51.98	03/24/2023
					<b>Schedule Total</b>	\$51.98	
					<b>Item Total for Line 18</b>	\$51.98	
19-1	Coat Rack Freestanding Bamboo Coat Tree Coat Rack Standing Adjustable Coat With 3 Sections 8 Coat Hooks Easy Assemble Coat Hanger For Closet Hats Bedroom Office Entryway Leaf Hook (Brown)	425-10	1.00	EA	25.59000	\$25.59	03/24/2023
					<b>Schedule Total</b>	\$25.59	
					<b>Item Total for Line 19</b>	\$25.59	
20-1	Weenson Dual Monitor Stand for Desk - Bamboo Long Monitor Stand Riser with 3 Height Adjustable Metal Legs for Office and Home Use 41.9 x 10.4 x 4.7 inches	785-43	1.00	EA	39.99000	\$39.99	03/24/2023
					<b>Schedule Total</b>	\$39.99	
					<b>Item Total for Line 20</b>	\$39.99	
21-1	LORYERGO Triple Monitor Stand, Long Large Monitor Riser with 2 Slots for Phone & Tablet, Length and Angle Adjustable Computer Stand, Desktop Stand for Computer, Screen, Tablet,	785-43	1.00	EA	48.39000	\$48.39	03/24/2023

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	Printer						
					<b>Schedule Total</b>	\$48.39	
					<b>Item Total for Line 21</b>	\$48.39	
22-1	FPIGSHS 2 Tier Desktop Bookcase for Computer Desk, Multipurpose Wood Countertop Hutch Bookshelf, Adjustable Display Shelf Rack Organizer for Dorm Office Home (Color: A, Size: 115CM)	425-03	1.00	EA	275.67000	\$275.67	03/24/2023
					<b>Schedule Total</b>	\$275.67	
					<b>Item Total for Line 22</b>	\$275.67	
23-1	JAM PAPER 6 x 9 Open End Catalog Colored Envelopes with Clasp Closure - Ultra Lime Green, 50/Pack	310-06	1.00	PCK	23.00000	\$23.00	03/24/2023
					<b>Schedule Total</b>	\$23.00	
					<b>Item Total for Line 23</b>	\$23.00	
24-1	JAM PAPER 6 x 9 Open End Catalog Colored Envelopes with Clasp Closure - Ultra Fuchsia Hot Pink Recycled - 50/pack	310-06	1.00	PCK	32.99000	\$32.99	03/24/2023
					<b>Schedule Total</b>	\$32.99	
					<b>Item Total for Line 24</b>	\$32.99	
25-1	Vinaco Paper Clips Color Stripe, 100 Pack Large Paper Clips 2 inch (50 mm), Durable & Rust Resistant, Jumbo Paper Clips, Great for Office, School, and Personal Use	615-69	2.00	PCK	7.56000	\$15.12	03/24/2023



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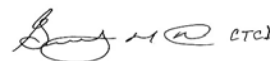
Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
<b>Schedule Total</b>							\$15.12
<b>Item Total for Line 25</b>							\$15.12
26-1	Serene Evolution White Noise Machine for Sleeping Adult or Baby, White Noise Machine for Office Privacy Noise Cancelling, Sleep Sound Machine for Adults, Fan, Ocean, Rain Sounds (60 Sounds, Grey)	600-73	2.00	EA	59.99000	\$119.98	03/24/2023
<b>Schedule Total</b>							\$119.98
<b>Item Total for Line 26</b>							\$119.98
<b>Total PO Amount</b>							\$2,624.96

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**



**04/04/2023**