

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-3-0000313820
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 04/04/23
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Page 1
			Ship To: 4514 - Waco:3501 N 19th St DEPARTMENT OF STATE HEALTH SERVICES 3501 N 19th St Waco TX 76708 United States

Vendor: 1862161688 9
ODP BUSINESS SOLUTIONS LLC
PO BOX 660113
DALLAS TX 75266-0113
United States

Bill To: Invoice - DADS
HEALTH & HUMAN SERVICES COMMISSION
424 Mesquite Dr
PO Box 1132
Mexia TX 76667
United States

Fax: 254/562-1894
Email: 718Accounting@hhs.texas.gov

Purchaser: Alexander, Leslie L 512/406-2424

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
----------	--------------------------------------	------------	----------	-----	----------	--------------	----------

FY23 Purchase

Procurement Type: SP/E

Requisition #: 0000224139

INVOICING - See above for Bill to Information

See above for SHIP TO ADDRESS ON PO

AGENCY CONTACT:

Name: Amanda Rodriguez / 254-296-5923
Email: Amanda.Rodriguez@hhs.texas.gov

HHSC terms and conditions attached

Purchaser Information:

Name: Leslie Alexander
Phone #: 512-406-2424
Email Address: Leslie.Alexander@hhs.texas.gov

Vendor Information:

VID: 18621616889
Contractor: ODP Business Solutions, LLC
Contact Name: Richard Merten
Email: richard.merten@odpbusiness.com
Phone: (832) 477-6118
Alternate Contact Name: Lori Pickering

Freight terms are FOB Destination Prepaid and Allowed
Terms: Net 30

1-1	metal pencil cup- 9318544	615-60	2.00	EA	7.99000	\$15.98	04/05/2023
-----	---------------------------	--------	------	----	---------	---------	------------

Schedule Total \$15.98

Item Total for Line 1 \$15.98

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-3-0000313820
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 04/04/23
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision 4514 - Waco:3501 N 19th St DEPARTMENT OF STATE HEALTH SERVICES 3501 N 19th St Waco TX 76708 United States
			Page 2

Vendor: 1862161688 9
ODP BUSINESS SOLUTIONS LLC
PO BOX 660113
DALLAS TX 75266-0113
United States

Bill To: Invoice - DADS
HEALTH & HUMAN SERVICES COMMISSION
424 Mesquite Dr
PO Box 1132
Mexia TX 76667
United States

Fax: 254/562-1894
Email: 718Accounting@hhs.texas.gov

Purchaser: Alexander, Leslie L 512/406-2424

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
2-1	supply organizer-4198756	615-60	1.00	EA	27.39000	\$27.39	04/05/2023
Schedule Total						<u>\$27.39</u>	
Item Total for Line 2						<u>\$27.39</u>	
3-1	mesh cup-9797597	615-60	1.00	EA	18.19000	\$18.19	04/05/2023
Schedule Total						<u>\$18.19</u>	
Item Total for Line 3						<u>\$18.19</u>	
4-1	Copy paper, Brightness (96) - Item #: 974032	645-21	1.00	RM	14.54000	\$14.54	04/05/2023
Schedule Total						<u>\$14.54</u>	
Item Total for Line 4						<u>\$14.54</u>	
5-1	storage tote- 8255504	750-93	3.00	EA	10.07000	\$30.21	04/05/2023
Schedule Total						<u>\$30.21</u>	
Item Total for Line 5						<u>\$30.21</u>	
6-1	King size markers- 202812	785-65	2.00	BX	16.61000	\$33.22	04/05/2023
Schedule Total						<u>\$33.22</u>	
Item Total for Line 6						<u>\$33.22</u>	
7-1	Markers assorted colors-925531	785-65	1.00	BX	9.83000	\$9.83	04/05/2023
Schedule Total						<u>\$9.83</u>	
Item Total for Line 7						<u>\$9.83</u>	

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-3-0000313820
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 04/04/23
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision 4514 - Waco:3501 N 19th St DEPARTMENT OF STATE HEALTH SERVICES 3501 N 19th St Waco TX 76708 United States
			Page 3

Vendor: 1862161688 9
ODP BUSINESS SOLUTIONS LLC
PO BOX 660113
DALLAS TX 75266-0113
United States

Bill To: Invoice - DADS
HEALTH & HUMAN SERVICES COMMISSION
424 Mesquite Dr
PO Box 1132
Mexia TX 76667
United States

Fax: 254/562-1894
Email: 718Accounting@hhs.texas.gov

Purchaser: Alexander, Leslie L 512/406-2424

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
8-1	paper trimmer- 270150	605-55	1.00	EA	23.99000	\$23.99	04/05/2023
Schedule Total						<u>\$23.99</u>	
Item Total for Line 8						<u>\$23.99</u>	
9-1	desk organizer-8516389	615-60	1.00	EA	15.74000	\$15.74	04/05/2023
Schedule Total						<u>\$15.74</u>	
Item Total for Line 9						<u>\$15.74</u>	
10-1	blue pressboard- 544387	615-37	1.00	BX	44.51000	\$44.51	04/05/2023
Schedule Total						<u>\$44.51</u>	
Item Total for Line 10						<u>\$44.51</u>	
11-1	poly black folders-8371726	615-37	2.00	BX	38.89000	\$77.78	04/05/2023
Schedule Total						<u>\$77.78</u>	
Item Total for Line 11						<u>\$77.78</u>	
12-1	calculator- 6648867	615-60	1.00	EA	35.59000	\$35.59	04/05/2023
Schedule Total						<u>\$35.59</u>	
Item Total for Line 12						<u>\$35.59</u>	
13-1	plastic compartment- 316009	615-60	1.00	EA	14.16000	\$14.16	04/05/2023
Schedule Total						<u>\$14.16</u>	
Item Total for Line 13						<u>\$14.16</u>	

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-3-0000313820
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 04/04/23
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision 4
		Ship To:	4514 - Waco:3501 N 19th St DEPARTMENT OF STATE HEALTH SERVICES 3501 N 19th St Waco TX 76708 United States

Vendor: 1862161688 9
ODP BUSINESS SOLUTIONS LLC
PO BOX 660113
DALLAS TX 75266-0113
United States

Bill To: Invoice - DADS
HEALTH & HUMAN SERVICES COMMISSION
424 Mesquite Dr
PO Box 1132
Mexia TX 76667
United States

Fax: 254/562-1894
Email: 718Accounting@hhs.texas.gov

Purchaser: Alexander, Leslie L 512/406-2424

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
----------	--------------------------------------	------------	----------	-----	----------	--------------	----------

Total PO Amount \$361.13

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

Leslie Alexander, CPA

04/04/2023