

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-3-0000314074
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 04/06/23
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision 4549 - San Antonio:6711 S New Brau HEALTH & HUMAN SERVICES COMMISSION 6711 S New Braunfels Ste 100 San Antonio TX 78223 United States
			Page 1

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

Bill To: Invoice-DSHS Accounts Payable
HEALTH & HUMAN SERVICES COMMISSION
6711 S New Braunfels
Ste 100
San Antonio TX 78223
United States

Fax: 210/531-7883
Email: SAHAccounting@dshs.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
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Destination SASH Warehouse: Please deliver to Bldg. 558
Info for Warehouse staff:
Delivery Contact: Chrysy Gonzales
Phone #: (210) 531-7737
Email: chrysy.gonzales@hhs.texas.gov
Bldg/Floor/Cubicle: Bowie Hall Social Services Rm 155

FY23 Purchase

Procurement Type: SP/E

Requisition #: 0000226501

INVOICING - See above for Bill to Information

See above for SHIP TO ADDRESS ON PO

AGENCY CONTACT:
Name: Margaret Moreno / 210-532-8811
Email: Margaret.Moreno@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: StateofTexas@odpbusiness.com
Phone: (832) 477-6118
Alternate Contact Name: Lori Pickering

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

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Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
1-1	Item #: 489674 - Quartet® Standard Non-Magnetic Melamine Dry-Erase Whiteboard, 36" x 48", Aluminum Frame With Silver Finish	785-15	1.00	EA	54.59000	\$54.59	04/07/2023

Schedule Total \$54.59

Item Total for Line 1 \$54.59

Total PO Amount \$54.59

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, CTP

04/06/2023