

# Health and Human Services Commission

## Purchase Order

**TX SmartBuy PO ID 23123965**

**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-3-0000314223</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> 04/10/23
<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b> Page 1
			<b>Ship To:</b> 6656 - Lubbock:3401 N University A HEALTH & HUMAN SERVICES COMMISSION 3401 N University Ave 3401 N University Ave Lubbock TX 79415 United States

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

**Bill To:** Invoice - DADS  
HEALTH & HUMAN SERVICES COMMISSION  
2501 Maple St  
PO Box 451  
Abilene TX 79602  
United States

**Fax:** 325/795-3807  
**Email:** 710Accounting@hhsc.state.tx.us

**Purchaser:** Martinez, Travis

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: 7-20 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

AGENCY CONTACT:  
Whse Supvr Larry Lira  
Ph 806-741-3560  
larry.lira@hhs.texas.gov  
Reg Mgr Charles Barrett

HHSC BUYER:  
Travis Martinez,CTCD,CTCM  
Ph 512-438-5685  
Travis.Martinez@hhs.Texas.Gov

VENDOR:  
Contractor: WorkQuest, Inc.  
Email: smartbuy@workquest.com  
Phone: (512) 451-8145

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

Term Contact: 207-s2 475-s1 645-s1 640-s1 615-s1 620-s1 785-s1  
Smartbuy PO: 23123965

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 MIM2314959 line 2,9,25,30,31,32,34,35,36,37,38

1-1	605-88-40020-0	605-88	24.00	EA	7.64000	\$183.36	04/24/2023
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	STAPLER 20 SHEET FULL-STRP WRKQST 60588400200						
					<b>Schedule Total</b>	\$183.36	
					<b>Item Total for Line 1</b>	\$183.36	
2-1	785-57-30082-5 CLEANER SPRY DRY ERS MRK BRD WRKQST 78557300825 8OZ	785-57	24.00	EA	3.34000	\$80.16	04/17/2023
					<b>Schedule Total</b>	\$80.16	
					<b>Item Total for Line 2</b>	\$80.16	
3-1	615-39-12000-1 TAB INDEX NUM 1-5 AST COL LTR WRKQST 61539120001	615-39	25.00	EA	1.81000	\$45.25	05/01/2023
					<b>Schedule Total</b>	\$45.25	
					<b>Item Total for Line 3</b>	\$45.25	
4-1	620-90-77105-6 MARKER PRM RTRCT AST COL 4/PKG WRKQST 62090771056	620-90	36.00	PKG	4.80000	\$172.80	04/17/2023
					<b>Schedule Total</b>	\$172.80	
					<b>Item Total for Line 4</b>	\$172.80	
5-1	615-62-38400-0 NOTE SLF STCK YLW 3X3IN 12/PKG WRKQST 61562384000	615-62	30.00	PKG	9.39000	\$281.70	04/24/2023
					<b>Schedule Total</b>	\$281.70	
					<b>Item Total for Line 5</b>	\$281.70	
6-1	615-37-13085-0 BOX STRG W/LID LTR/LGL 25/CTN	615-37	8.00	CTN	72.00000	\$576.00	05/01/2023

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	WRKQST 61537130850 HVY DTY						
					<b>Schedule Total</b>	\$576.00	
					<b>Item Total for Line 6</b>	\$576.00	
7-1	640-75-58000-0 TISSUE TOILET 2PLY 80/CS WRKQST 6407558	640-75	30.00	CS	47.72000	\$1,431.60	04/24/2023
					<b>Schedule Total</b>	\$1,431.60	
					<b>Item Total for Line 7</b>	\$1,431.60	
8-1	475-41-48155-3 GLOVE NTRL PF MED BLU 100/BX WRKQST 47541484058	475-41	600.00	BX	13.63000	\$8,178.00	04/24/2023
					<b>Schedule Total</b>	\$8,178.00	
					<b>Item Total for Line 8</b>	\$8,178.00	
9-1	645-21-21015-9B PAPER COPY 8.5X11 10RM/CTN WRKQST MULTIPLES	645-21	40.00	CTN	48.89000	\$1,955.60	04/24/2023
					<b>Schedule Total</b>	\$1,955.60	
					<b>Item Total for Line 9</b>	\$1,955.60	
10-1	475-41-48297-3 GLOVE NTRL PF XL BLU 100/BX WRKQST 47541484058	475-41	300.00	BX	13.63000	\$4,089.00	04/24/2023
					<b>Schedule Total</b>	\$4,089.00	
					<b>Item Total for Line 10</b>	\$4,089.00	
11-1	207-25-29200-5 DUST AIR CAN CMPRSD 10OZ WRKQST 20725292005	207-25	36.00	EA	6.04000	\$217.44	04/04/2023

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**Schedule Total**                      \$217.44

**Item Total for Line 11**                      \$217.44

**Total PO Amount** \$17,210.91

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**

*Travis Martinez, CTCD*

**04/10/2023**