## **Health and Human Services Commission**

## **Purchase Order**

**Dispatch via Print** 

Payment Terr Net 30	ns Freight Terms Prepaid & Allow	<b>Ship Via</b> BEST WAY	Purchase Order	HI	HSTX-3-0000314448
specifications,	y informal bid, Invitation for Offer, or Reterms, and conditions set forth in the adv	ertisement and vendor's	<b>Date</b> 04/12/23	Revision	Page 1
guarantees goo requirements. All shipments	sponses become a part of this numbered pads or services delivered meet or exceed responses, shipping papers, invoices, and corresphase Order Number.	numbered purchase order	Ship To:	Ship To: 1725 - Houston:1320 E 40th St HEALTH & HUMAN SERVICES 1320 E 40th St PO Box 16017 Houston TX 77022 United States	
Vendor:	1862161688 9 ODP BUSINESS SOLUTIONS LLC		Bill To:	Invoice-HHSC Finance HEALTH & HUMAN	cial Service N SERVICES COMMISSION

PO BOX 660113 DALLAS TX 75266-0113

**United States** 

5425 Polk St PO Box 16017 Ste 220 Houston TX 770

Houston TX 77023 United States

**Fax:** 713/767-2488

Email: Reg\_06\_Regional\_Budget\_PRF@hhsc.state.tx

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

NOTE: \*\*DOCK Delivery \*\*\*

FY23 Purchase

Procurement Type: SP/E
Requisition #: 0000226111

INVOICING - See above for Bill to Information

See above for SHIP TO ADDRESS ON PO

AGENCY CONTACT:

Name: Patricia Basquez / 713-696-8020 Email: Patricia.Basquez2@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

1-1 615-62 300.00 EA 2.32000 \$696.00 04/14/2023

Supplier Part #: 223388 - "Manufacturer Part #: SC1154D - Adams Spiral Bound Phone Message Book, 11in x 5 1/2in, Book Of 400 Messages

## **Health and Human Services Commission**

## **Purchase Order**

Ship Via

Dispatch via Print

Prepaid & Allow			Purchase Order	r	HHSTX-3-00	000314448		
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			<b>Date</b> 04/12/23	Revision		Page 2		
conforming responses become a part of this numbered purchase order. Contractor guarantees goods or services delivered meet or exceed numbered purchase order requirements.  All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.				1725 - Houston:1320 E 40th St HEALTH & HUMAN SERVICES COMMISSION 1320 E 40th St PO Box 16017 Houston TX 77022 United States				
1862161688 9 ODP BUSINESS SOLUTIONS LLC PO BOX 660113 DALLAS TX 75266-0113 United States			Bill To:	Invoice-HHSC Financial Service HEALTH & HUMAN SERVICES COMMISS 5425 Polk St PO Box 16017 Ste 220 Houston TX 77023 United States		OMMISSION		
			Fax: Email:	713/767-2488 Reg_06_Region	713/767-2488 Reg_06_Regional_Budget_PRF@hhsc.state.tx			
			Purchaser:	Alexander,Les	ilie L 51	2/406-2424		
<b>Inventory Item ID - Line Description</b>	Class/Item	Quantity	UOM	PO Price	Extended Amt	<b>Due Date</b>		
			Sch	edule Total	\$696.00			
			Item Total	for Line 1	\$696.00			
			Total F	PO Amount	\$696.00			
	Prepaid & Allow by informal bid, Invitation for Offer, or Res, terms, and conditions set forth in the adverse sponses become a part of this numbered proods or services delivered meet or exceed notes.  ts, shipping papers, invoices, and correspondate Order Number.  1862161688 9 ODP BUSINESS SOLUTIONS LLC PO BOX 660113 DALLAS TX 75266-0113 United States	Prepaid & Allow  BEŜT by informal bid, Invitation for Offer, or Request for Proposa s, terms, and conditions set forth in the advertisement and veresponses become a part of this numbered purchase order. Coods or services delivered meet or exceed numbered purchases.  ts, shipping papers, invoices, and correspondence must be rechase Order Number.  1862161688 9  ODP BUSINESS SOLUTIONS LLC PO BOX 660113  DALLAS TX 75266-0113  United States	Prepaid & Allow BEST WAY  by informal bid, Invitation for Offer, or Request for Proposal; all s, terms, and conditions set forth in the advertisement and vendor's responses become a part of this numbered purchase order. Contractor cods or services delivered meet or exceed numbered purchase order s.  ts, shipping papers, invoices, and correspondence must be identified rechase Order Number.  1862161688 9 ODP BUSINESS SOLUTIONS LLC PO BOX 660113 DALLAS TX 75266-0113 United States	Prepaid & Allow BEST WAY by informal bid, Invitation for Offer, or Request for Proposal; all s, terms, and conditions set forth in the advertisement and vendor's responses become a part of this numbered purchase order. Contractor oods or services delivered meet or exceed numbered purchase order ts, shipping papers, invoices, and correspondence must be identified rchase Order Number.  Bill To:  Bill To:  Fax: Email:  Inventory Item ID - Line Description Class/Item Quantity  Purchase Order  Date 04/12/23  Ship To:	by informal bid, Invitation for Offer, or Request for Proposal; all s, terms, and conditions set forth in the advertisement and vendor's responses become a part of this numbered purchase order. Contractor cods or services delivered meet or exceed numbered purchase order st. st. shipping papers, invoices, and correspondence must be identified rchase Order Number.  1862161688 9 ODP BUSINESS SOLUTIONS LLC PO BOX 660113 DALLAS TX 75266-0113 United States  Fax: T13/767-2488 Email: Purchase Order  Revision 04/12/23  Ship To: 1725 - Houstor HEALTH & HU 1320 E 40th St PO Box 16017 Houston TX 77 United States  Fax: 713/767-2488 Email: Alexander, Les	Prepaid & Allow  BEST WAY  by informal bid, Invitation for Offer, or Request for Proposal; all s, terms, and conditions set forth in the advertisement and vendor's responses become a part of this numbered purchase order. Contractor cods or services delivered meet or exceed numbered purchase order or services delivered meet or exceed numbered purchase order or services delivered meet or exceed numbered purchase order or services delivered meet or exceed numbered purchase order or services delivered meet or exceed numbered purchase order or services delivered meet or exceed numbered purchase order or services delivered meet or exceed numbered purchase order or services delivered meet or exceed numbered purchase order or services delivered meet or exceed numbered purchase order or services delivered meet or exceed numbered purchase order or services delivered meet or exceed numbered purchase order or services delivered meet or exceed numbered purchase order or services delivered meet or exceed numbered purchase order or services delivered meet or exceed numbered purchase order or services delivered meet or exceed numbered purchase order or services delivered meet or exceed numbered purchase order or services delivered meet or exceed numbered purchase order or services delivered meet or exceed numbered purchase order or services delivered meet or exceed numbered purchase order or services delivered meet or exceed number of services or size of services or size or siz		

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.

Payment Terms

Freight Terms

Authorized By

Lastic Hand S, CTP

04/12/2023