

Department of State Health Services

Purchase Order

Dispatch via Print

Payment Terms Net 30	Freight Terms Prepaid & Allow	Ship Via BEST WAY	Purchase Order HHSTX-3-0000314968
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 04/18/23
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision 1
			Ship To: 1899 - Lubbock:6302 Iola Ave HEALTH & HUMAN SERVICES COMMISSION 6302 Iola Ave Lubbock TX 79424 United States

Vendor: 1862161688 9
ODP BUSINESS SOLUTIONS LLC
PO BOX 660113
DALLAS TX 75266-0113
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: Garcia,Suzanna L

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FREIGHT: F.O.B Destination Freight Prepaid and Allowed

DELIVERY: 7-14 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 when the Warehouse is closed.

Please call Agency Delivery Contact to schedule delivery 24 hours prior to arrival.

AGENCY DELIVERY CONTACT:
Purchase Contact
Lori Dye
Lori.dye@dshs.texas.gov
806-783-6474

Invoice/Payment Contact (DSHS Internal Only)
Jennifer Davis
Jennifer.davis@dshs.texas.gov
806-783-6471

Shipto
Lori Dye
6302 Iola Avenue
Lubbock, TX 79424
Deliver to HHSC back of building.

HHSC BUYER:
Suzanna Garcia
Ph: 512-776-2694
Email: suzanna.garcia@hhs.texas.gov

VENDOR:
Lisa Patton
Strategic Account Manager
Business Solutions Division | Office Depot, Inc.
c: 713.878.2158 | lisa.patton@officedepot.com

FY23
OMNIA GPO and HHS Contract # HHS000840200001

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Purchaser: Garcia,Suzanna L

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Valid TERM: September 1, 2021 through October 4, 2022

PURCHASING METHOD: EX-0

Purchase made under the Authority of Texas Government Code 2155.1441 for Health Care Purchasing including group purchasing programs.

Requisition # 0000224772

1-1	Sharpie® King-Size, Permanent Markers, Black, Pack Of 12 Item #202812 Manufacturer #15001A	620-90	3.00	DZ	16.61000	\$49.83	06/01/2023
Schedule Total						\$49.83	
Item Total for Line 1						\$49.83	
2-1	Office Depot® Brand Chisel-Tip Highlighters, 100% Recycled, Assorted Fluorescent Colors, Pack Of 12 Item #128853 Manufacturer #HY1066-AS	620-90	5.00	PKG	2.87000	\$14.35	06/01/2023
Schedule Total						\$14.35	
Item Total for Line 2						\$14.35	
3-1	Partners Brand Flat Corrugated Boxes, 12" x 9" x 4", Kraft, Pack Of 25 Item #699175 Manufacturer #1294	640-25	2.00	BDL	38.99000	\$77.98	06/01/2023
Schedule Total						\$77.98	
Item Total for Line 3						\$77.98	
4-1	Integra Retractable Ballpoint Pens, Medium Point, 1.0 mm, Assorted Ink Colors, Pack Of 50 Pens Item #403150 Manufacturer #ITA36192	620-80	2.00	PKG	18.89000	\$37.78	06/01/2023

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Purchaser: Garcia,Suzanna L

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
					Schedule Total	\$37.78	
					Item Total for Line 4	\$37.78	
5-1	Sharpie® Accent® Retractable Highlighters, Assorted Colors, Pack Of 5 Item #524896	620-90	3.00	PKG	5.34000	\$16.02	06/01/2023
					Schedule Total	\$16.02	
					Item Total for Line 5	\$16.02	
Total PO Amount						\$195.96	

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

Suzanna Garcia

04/24/2023