

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-3-0000315036
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 04/19/23
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision 1 - 4/21/2023
			Page 1
			Ship To: 1903 - El Paso:401 Franklin Ave DEPARTMENT OF STATE HEALTH SERVICES 401 Franklin Ave Ste 210 El Paso TX 79901 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: 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:
Info for Warehouse staff:
Delivery Contact: Nancy Clinton
Phone no: (915) 834-7675
Email: nancy.clinton@dshs.texas.gov
Bldg/Floor/Cubicle: DSHS-Franklin Bldg /2nd Floor/Suite 210

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

VENDOR:
Tx SmartBuy-ODP Business Solutions, LLC
Contact: Richard Merten and or Lori Pickering richard.merten@odpbusiness.com
Phone: (834) 477-6118 (469) 406-5077

FY23
OMNIA GPO and HHS Contract # HHS000840200001

PURCHASING METHOD: EX-0
Purchase made under the Authority of Texas Government Code 2155.1441 for Health Care Purchasing including group purchasing programs.

Requisition #0000225769

1-1	ODB Poly Project Tab Folders, Letter Size 6; Supplier Part Number: 232986	615-60	10.00	PCK	1.68000	\$16.80	04/26/2023
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Schedule Total \$16.80

SCORE Division: 24-DSHS-Regional Local Health Operations

Vendor: Tx SmartBuy-ODP Business Solutions, LLC / Vendor ID: 18621616889 / Contact: Richard Mertern and or Lori Pickering
richard.merten@odpbusiness.com Phone (834) 477-6118 (469) 406-5077

Quote: Texas Smart Buy WishList which is attached in Line #1

Contract Details:# TXMAS-20-7501

The items will be used for DSHS employees who work at 401 E. Franklin Ave., Ste. 210, El Paso, TX 79901

Vendor and/or Buyer: When available please send shipment tracking info to Nancy.Clinton@dshs.texas.gov

~PAYABLES: Please send invoices to Betty.Hernandez@dshs.texas.gov cc Cynthia.Ortega@dshs.texas.gov~

For additional requisition information please contact:
PRIMARY: Claudia Diaz (915) 834-7688 claudia.diaz@dshs.texas.gov
cc: Nancy Clinton (915) 834-7675 nancy.clinton@dshs.texas.gov

Agency Delivery Contact:
Nancy Clinton (915) 834-7675 nancy.clinton@dshs.texas.gov

**Shipping location is available: Monday - Friday (8:00 AM - 5:00 PM) Mountain Standard Time **

SHIP TO ATTN: Nancy Clinton (915) 834-7675 nancy.clinton@dshs.texas.gov

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Email: nancy.clinton@dshs.texas.gov
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Bldg/Floor/Cubicle: DSHS-Franklin Bldg /2nd Floor/Suite 210

Item Total for Line 1 \$16.80

2-1	Sharpie S Gel Pens, Medium point, 0.7mm, Barrel, Ink, 12 pens; Supplier Part Number: 8013568	620-79	3.00	DOZ	12.59000	\$37.77	04/26/2023
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Schedule Total \$37.77

Item Total for Line 2 \$37.77

3-1	Office Depot® Brand Soft-Grip Retractable Ballpoint Pens, Medium Point, 1.0 mm, Black Barrel, Black Ink, Pack Of 12. Item #479608Manufacturer #AH505-12-B	620-79	1.00	EA	3.48000	\$3.48	04/26/2023
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Schedule Total \$3.48

Item Total for Line 3 \$3.48

4-1	Westcott® Titanium Bonded Scissors,	605-69	3.00	EA	8.92000	\$26.76	04/26/2023
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8", Pointed, Gray/Yellow
Item #432212Manufacturer #13529

Schedule Total \$26.76

Item Total for Line 4 \$26.76

Total PO Amount \$84.81

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 	04/21/2023
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