

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-3-0000315189
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 04/21/23
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision 1903 - El Paso:401 Franklin Ave DEPARTMENT OF STATE HEALTH SERVICES 401 Franklin Ave Ste 210 El Paso TX 79901 United States
			Page 1

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: 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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FY23 Purchase

Procurement Type: SP/E

Requisition #: 0000226183

INVOICING - See above for Bill to Information
Please send invoices to Betty.Hernandez@dshs.texas.gov Copy- Cynthia.Ortega@dshs.texas.gov

See above for SHIP TO ADDRESS ON PO

AGENCY CONTACT:
Name: Leandra Burks / 915-834-7718
Email: Leandra.burks@dshs.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: richard.merten@odpbusiness.com
Phone: (832) 477-6118
Alternate Contact Name: Lori Pickering

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

1-1	Item #: 345702 - Xerox Vitality Colors Multipurpose Printer Paper, Letter Paper Size, 20 Lb., 30% Recycled, Gray, Ream Of 500 Sheets	645-21	4.00	RM	8.56000	\$34.24	04/24/2023
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Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
Schedule Total						\$34.24	
Item Total for Line 1						\$34.24	
2-1	Item # 110187 - Avery® Printable Self-Adhesive Tabs, Multicolor, Pack Of 80	615-51	90.00	PCK	4.98000	\$448.20	04/24/2023
Schedule Total						\$448.20	
Item Total for Line 2						\$448.20	
Total PO Amount						\$482.44	

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

04/21/2023