

# Department of State Health Services

## Purchase Order

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-3-0000316113</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> 05/02/23
<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> 5665 - Seguin:312 S Saunders St DEPARTMENT OF STATE HEALTH SERVICES 312 S Saunders St Seguin TX 78155 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:** Breest, Maria Ana

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY23 CLASS ITEM 616/33  
SCOR Division: 19 - State Operated Facilities

SHIPPING INSTRUCTIONS: Ship according to the DUE DATES specified on the PO.  
FREIGHT: F.O.B. Destination Freight Prepaid Allowed  
DELIVERY: 3-5 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  
\*\*PLEASE HAVE VENDORS SEND INVOICES VIA EMAIL TO: invoices@dshs.texas.gov\*\*

AGENCY CONTACT:  
\*\*\*PACKING LIST REQUIRED TO SHOW PO NUMBER AND ATTN CONTACT INFO \*\*\*  
Contact: George Diaz  
Phone: 210-949-2168  
Email: george.diaz@dshs.texas.gov

HHSC BUYER:  
Ana Breest CTCD,CTCM  
Direct: 512) 406-2679 CELL 512-660-3139  
Ana.Breest@hhs.texas.gov

VENDOR:  
ODP Business Solutions, LLC  
VID: 1862161688  
Richard Merten  
(832) 477-6118  
richard.merten@odpbusiness.com  
TERMS NET 30

QUOTE PRICED PER DEDICATED WEBSITE

Omnia and ODP Contract Number R190303  
Omnia Office Depot HHS Account Number # 46319643

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

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, 2023

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Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
Requisition 0000222298							
1-1	Realspace® 6-Compartment Rotary Desk Organizer With Antimicrobial Treatment, 4-5/8"H x 5-13/16"W x 5-13/16"D, Gray Item # 8093471 Entered Item # 8093471	616-33	1.00	EA	8.77000	\$8.77	05/02/2023
<b>Schedule Total</b>						<u>\$8.77</u>	
<b>Item Total for Line 1</b>						<u>\$8.77</u>	
2-1	Brand 5-tier Horizontal Desk Organizer, Letter Size Granite, Item # 698227,	616-33	1.00	EA	45.49000	\$45.49	05/02/2023
<b>Schedule Total</b>						<u>\$45.49</u>	
<b>Item Total for Line 2</b>						<u>\$45.49</u>	
3-1	Paper tray letter size, Black faux Item 672223	616-33	2.00	EA	14.77000	\$29.54	05/02/2023
<b>Schedule Total</b>						<u>\$29.54</u>	
<b>Item Total for Line 3</b>						<u>\$29.54</u>	
4-1	Monitor stand, Black Item 8600506	425-20	1.00	EA	28.59000	\$28.59	05/02/2023
<b>Schedule Total</b>						<u>\$28.59</u>	

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<b>Item Total for Line 4</b>							\$28.59
5-1	Plastic container, really useful box, item 507990	100-06	4.00	EA	17.12000	\$68.48	05/02/2023
<b>Schedule Total</b>							\$68.48
<b>Item Total for Line 5</b>							\$68.48
6-1	Handprint border, 3X36, pack of 8, item 24792	630-95	1.00	EA	4.49000	\$4.49	05/02/2023
<b>Schedule Total</b>							\$4.49
<b>Item Total for Line 6</b>							\$4.49
7-1	X-cube storage organizer, Item 819009	616-72	1.00	EA	25.09000	\$25.09	05/02/2023
<b>Schedule Total</b>							\$25.09
<b>Item Total for Line 7</b>							\$25.09
8-1	5 compartment mesh organizer, Item 499341	616-72	1.00	EA	35.59000	\$35.59	05/02/2023
<b>Schedule Total</b>							\$35.59
<b>Item Total for Line 8</b>							\$35.59

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**Total PO Amount** \$246.04

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**

*MBreest CTCD, CTOM*

**05/02/2023**