

# Health and Human Services Commission

## 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-3-0000316587</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> 05/08/23
<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> 6694 - Austin:1111 W North Loop HEALTH & HUMAN SERVICES COMMISSION 1111 W North Loop Austin TX 78756 United States

**Vendor:** 1391837105 8  
4IMPRINT INC  
25303 NETWORK PL  
CHICAGO IL 606731253  
United States

**Bill To:** Invoice-HHSC Accounting  
HEALTH & HUMAN SERVICES COMMISSION  
4601 W Guadalupe St  
Austin TX 78751  
United States

**Fax:** 512/424-6901  
**Email:** HHSC\_AP@hhsc.state.tx.us

**Purchaser:** Connell, Ron Lee

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY23 General Goods

Spot Purchase Open Market  
SP/E

Requisition #: HHSTX-3-0000231412

Requester Name: Nelda McCutchen  
Phone #: +1 (512) 426-2788  
Email: Nelda.McCutchen@hhs.texas.gov

SHIP TO ATTN: Nelda McCutchen, +1 (512) 426-2788, Nelda.McCutchen@hhs.texas.gov

Purchaser Name: Ron Connell  
Phone #: 512-406-2666  
Email: ron.connell@hhs.texas.gov

Vendor Name: 4Imprint Inc - 1391837105  
Contact: Amber Cundy  
Phone #: 877-446-7746 Ext. 8974  
Email: acundy@4imprint.com

Goods and/or services are to be delivered and invoiced after September 1, 2022.

This purchase order is contingent upon the continued availability of lawful appropriations by the Texas Legislature CPA Procurement Manual, and may be cancelled at any time in whole or part without penalty.

\*\*\*\*\*  
Quotation: 24803732  
\*\*\*\*\*

Invoicing and Payment: The invoice shall contain all the following in order to be considered for payment: PO number referenced, a unique invoice number, invoice date, and the total invoice amount. Each invoice shall also have an attached copy of the bill in order to be paid. Mail all original invoices to the BILL TO ADDRESS ON PO. Payment terms are net thirty days (30) unless a discount has been offered. Facility is not responsible for failure by the vendor to properly invoice which may delay payment processing.

1-1	145619, Handy Breeze Fan and Flashlight	037-52	75.00	EA	3.15000	\$236.25	05/10/2023
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**Schedule Total**                     \$236.25

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<b>Item Total for Line 1</b>						\$236.25	
2-1	Item# 2213, Serged Closed-Back Table Throw - 8'	037-52	8.00	EA	138.65000	\$1,109.20	05/10/2023
<b>Schedule Total</b>						\$1,109.20	
<b>Item Total for Line 2</b>						\$1,109.20	
3-1	Item# 8921, Standard 10' Event Tent	037-52	4.00	EA	441.08000	\$1,764.32	05/10/2023
<b>Schedule Total</b>						\$1,764.32	
<b>Item Total for Line 3</b>						\$1,764.32	
4-1	Item# 8922-36-F, Economy Retractable Fabric Banner Display - 36"	037-52	9.00	EA	235.00000	\$2,115.00	05/10/2023
<b>Schedule Total</b>						\$2,115.00	
<b>Item Total for Line 4</b>						\$2,115.00	
5-1	Item # 105488, Fun Tote - Screen	037-52	50.00	EA	4.79000	\$239.50	05/10/2023
<b>Schedule Total</b>						\$239.50	
<b>Item Total for Line 5</b>						\$239.50	
6-1	Set-Up Fees	037-52	1.00	LOT	80.00000	\$80.00	05/10/2023
<b>Schedule Total</b>						\$80.00	
<b>Item Total for Line 6</b>						\$80.00	
7-1	Shipping	962-86	1.00	LOT	479.09000	\$479.09	05/10/2023

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**Schedule Total**                     \$479.09


**Item Total for Line 7**                     \$479.09

**Total PO Amount** \$6,023.36

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.

<b>Authorized By</b>  	<b>05/11/2023</b>
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