

Health and Human Services Commission

Purchase Order

Dispatch via Print

Payment Terms Net 30	Freight Terms Prepaid & Allow	Ship Via BEST WAY	Purchase Order HHSTX-3-0000316619
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 05/08/23
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Page 1
			Ship To: 6433 - Carlsbad: 11640 US Hwy 87 N HEALTH & HUMAN SERVICES COMMISSION 11640 US Hwy 87 N 11640 N US Hwy 87 Carlsbad TX 76934 United States

Vendor: 1862161688 9
ODP BUSINESS SOLUTIONS LLC
PO BOX 660113
DALLAS TX 75266-0113
United States

Bill To: Invoice - DADS
HEALTH & HUMAN SERVICES COMMISSION
2501 Maple St
PO Box 451
Abilene TX 79602
United States

Fax: 325/795-3807
Email: 710Accounting@hhs.state.tx.us

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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CP/A Contract 605-31
Note: Post Award to ESD if over \$25,000
SHIPPING INSTRUCTIONS: Ship according to the DUE DATES specified on the PO.
FREIGHT: F.O.B. Destination Freight Prepaid Allowed
DELIVERY: 2 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
VENDORS SEND INVOICES VIA EMAIL TO: 710Accounting@hhs.texas.gov

AGENCY CONTACT:
SME Agency Contact: Lara Woods
SME Agency Contact phone: 325-465-2202
SME Agency Contact email: Lara.Woods@hhs.texas.gov

Contract Manager: Ida Montez
Contract manager phone: 325-465-2203
Contract manager email: ida.montez@hhs.texas.gov

HHSCBUYER:
Ana Breest, CTCD, CTCM
512-406-2679
Ana.breest@hhs.texas.gov

VENDOR:
ODP Business Solutions, LLC
Richard Merten
(832) 477-6118
richard.merten@odpbusiness.com
QUOTE#X
PURCHASING METHOD: CP/A
Procurement methods were evaluated, and the best value is provided using the TXMAS contract.
Txmas Contract: 615-A
Term: 8.29.17/8.31.23
Smartbuy PO: 23147543
REQUIREMENTS/LIMITATIONS:
This PO is contingent upon the continued availability of lawful appropriations by the Texas

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			Ship To: 6433 - Carlsbad: 11640 US Hwy 87 N HEALTH & HUMAN SERVICES COMMISSION 11640 US Hwy 87 N 11640 N US Hwy 87 Carlsbad TX 76934 United States

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Legislature. FY2023 funding.
Invoice per 34 TAC §20.487, amended effective May 1, 2022
Requisition: 231405

1-1	Cover, Portfolio, Twin Pocket, 8-1/2" x 11", Assorted Colors, 10/Pack	615-31	300.00	EA	1.90000	\$570.00	05/08/2023
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Schedule Total \$570.00

Item Total for Line 1 \$570.00

Total PO Amount \$570.00

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

05/08/2023