

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-3-0000317405
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 05/16/23
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision 1
			Ship To: 4514 - Waco:3501 N 19th St DEPARTMENT OF STATE HEALTH SERVICES 3501 N 19th St Waco TX 76708 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
424 Mesquite Dr
PO Box 1132
Mexia TX 76667
United States

Fax: 254/562-1894
Email: 718Accounting@hhs.texas.gov

Purchaser: Alvarado, Veronica

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY23 Purchase / Requisition #0000232470

Freight: F.O.B Destination Freight Prepaid and Allowed

Delivery: 10 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

SEND INVOICES VIA EMAIL TO 718Accounting@hhs.texas.gov

Quote #: Shopping Cart

Agency Contact:
Amanda Rodriguez @ 254-296-5923
Amanda.rodriguez@hhs.texas.gov

Purchaser:
Veronica Alvarado @ 512-406-2505
Veronica.Alvarado@hhs.texas.gov

VENDOR:
ODP Business Solutions
Richard Merten @ 832-477-6118
stateoftexas@officedepot.com

OMNIA GPO and HHS Contract # [REDACTED]

OMNIA GPO and ODP Business Solutions Contract # [REDACTED]

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.

1-1	Sharpie® S Gel Pens, Fine Point, 0.5 mm, Black/Blue Barrel, Blue Ink, Pack Of 12 Pens; Item # 8012519	620-80	2.00	PKG	12.59000	\$25.18	05/30/2023
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					Schedule Total	\$25.18	
					Item Total for Line 1	\$25.18	
2-1	Cambridge® Stiff-Back Wire-Bound Notepad, Letter Size, College Rule, Navy; Item #804041	785-73	12.00	EA	4.96000	\$59.52	05/30/2023
					Schedule Total	\$59.52	
					Item Total for Line 2	\$59.52	
3-1	Paper Mate Handwriting Mechanical Pencils - #2 Lead - Thick Point - Black Lead - Assorted Barrel - 5 / Pack; Item #7143735	620-70	1.00	BX	6.29000	\$6.29	05/30/2023
					Schedule Total	\$6.29	
					Item Total for Line 3	\$6.29	
4-1	Paper Mate® Clearpoint® Mechanical Pencil, 0.7mm, #2 Lead, Assorted Barrel Colors, Pack Of 2; Item #862489	620-70	3.00	PKG	6.69000	\$20.07	05/30/2023
					Schedule Total	\$20.07	
					Item Total for Line 4	\$20.07	
5-1	Pendaflex® Glow File Folders, Twisted Twin Tabs, 1/3 Cut, Letter Size, Assorted Colors, Pack Of 24; Item #626158	615-43	2.00	BX	10.50000	\$21.00	05/30/2023
					Schedule Total	\$21.00	
					Item Total for Line 5	\$21.00	

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6-1	Paper Mate® Profile, Retractable Ballpoint Pens, Bold Point, 1.4 mm, Translucent Black Barrel, Black Ink, Pack Of 12; Item #307928	620-80	9.00	PKG	8.76000	\$78.84	05/30/2023
Schedule Total						\$78.84	
Item Total for Line 6						\$78.84	
7-1	Avery® Badge Holders, For 3" x 4" Badge, Landscape With Clip, Clear, Box Of 100; Item #150400	310-31	1.00	EA	19.67000	\$19.67	05/30/2023
Schedule Total						\$19.67	
Item Total for Line 7						\$19.67	
8-1	Smead® Poly Expanding File Jackets, Assorted Colors, Pack Of 10; Item #768765	615-37	1.00	BX	9.02000	\$9.02	05/30/2023
Schedule Total						\$9.02	
Item Total for Line 8						\$9.02	
9-1	Pendaflex® File Jackets, 9-1/2" x 11-3/4", Assorted Colors, Pack Of 5 Jackets; Item #5168815	615-37	1.00	BX	15.40000	\$15.40	05/30/2023
Schedule Total						\$15.40	
Item Total for Line 9						\$15.40	
10-1	Realspace® Plastic Weave Bin Set, Assorted Sizes, Black, Pack Of 5; Item #172517	160-04	1.00	EA	6.92000	\$6.92	05/30/2023

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					Schedule Total	\$6.92	
					Item Total for Line 10	\$6.92	
11-1	Victor® Midnight Black Collection; Desk Organizer With Smartphone Holder, 5 1/2"H x 10 1/2"W x 3 1/2"D, Black; Item #2079397	615-33	1.00	EA	65.59000	\$65.59	05/30/2023
					Schedule Total	\$65.59	
					Item Total for Line 11	\$65.59	
12-1	SIIG Large Desk Mat Protector - Keyboard and mouse pad - black; Item #7381999	440-07	1.00	EA	57.99000	\$57.99	05/30/2023
					Schedule Total	\$57.99	
					Item Total for Line 12	\$57.99	
13-1	Brother® TZe-241 Label Maker Tape, 3/4" x 26 3/16', White; Item #239384	605-30	1.00	EA	14.20000	\$14.20	05/30/2023
					Schedule Total	\$14.20	
					Item Total for Line 13	\$14.20	
14-1	Smead® SuperTab File Folders, Letter Size, 1/3 Cut, Assorted Colors, Pack Of 18; Item #5184667	615-37	1.00	BX	14.00000	\$14.00	05/30/2023
					Schedule Total	\$14.00	
					Item Total for Line 14	\$14.00	
15-1	Mind Reader Steel Mesh Paper Tray	615-55	1.00	EA	28.39000	\$28.39	05/30/2023

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	Desk Organizer, 4 Tiers, Black; Item #2799773					Schedule Total	\$28.39
						Item Total for Line 15	\$28.39
16-1	Lorell® Mesh Bookends, Black, Set Of 2; Item #947834	525-25	1.00	EA	28.09000	\$28.09	05/30/2023
						Schedule Total	\$28.09
						Item Total for Line 16	\$28.09
17-1	Office Depot® Brand Double-Pocket Insertable Plastic Divider, 8-Tab, 9" x 11", Assorted Colors; Item #409158	615-39	1.00	PKG	4.10000	\$4.10	05/30/2023
						Schedule Total	\$4.10
						Item Total for Line 17	\$4.10
18-1	Brother® P-Touch Label Maker, PTH110; Item #938678	605-30	1.00	EA	30.25000	\$30.25	05/30/2023
						Schedule Total	\$30.25
						Item Total for Line 18	\$30.25
19-1	DYMO® LT 10697 Black-On-White Tape, 0.5" x 13', Pack Of 2; Item #601066	605-30	1.00	EA	5.48000	\$5.48	05/30/2023
						Schedule Total	\$5.48
						Item Total for Line 19	\$5.48
20-1		615-55	1.00	EA	29.49000	\$29.49	05/30/2023

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Lorell® Mesh 3-Tier Desk Tray, Black;
Item #710156

Schedule Total _____ \$29.49

Item Total for Line 20 _____ \$29.49

Total PO Amount \$539.49

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

Veronica Alvarado, CTCO, CTCM

05/16/2023