

# 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-3-0000317523</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> 05/22/23
<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b> 4514 - Waco:3501 N 19th St DEPARTMENT OF STATE HEALTH SERVICES 3501 N 19th St Waco TX 76708 United States
			<b>Page</b> 1

**Vendor:** 1203851320 1  
NATIONAL BUSINESS FURNITURE LLC  
770 S 70TH ST  
MILWAUKEE WI 532143109  
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:** 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 #: 0000229820

See above for SHIP TO ADDRESS ON PO

AGENCY CONTACT:  
Name: Zurisaddai Lopez/ 254-745-5301  
Email: Zuridaddai.Lopez@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  
Vendor Name: National Business Furniture LLC  
Vendor Contact: Ed Mallonen  
Vendor Phone: 1-(800) 558-1010 x3541  
Vendor Email: edm@nbf.com

Quote #: QA493168 / Date: 05/17/2023

Freight Terms are FOB Destination Prepaid and Allowed/Add  
Terms: Net 30

1-1	Item #: 16384 - L Desk Adj Ht Right Return/Ash Black	425-21	1.00	EA	2674.42000	\$2,674.42	05/30/2023
<b>Schedule Total</b>						\$2,674.42	
<b>Item Total for Line 1</b>						\$2,674.42	
2-1		425-41	1.00	EA	910.42000	\$910.42	05/30/2023

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**Purchaser:** Alexander, Leslie L 512/406-2424

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
	Item #: 30807 - Two-Drawer Lateral File/Ash Black						
					<b>Schedule Total</b>	\$910.42	
					<b>Item Total for Line 2</b>	\$910.42	
3-1	Shipping	962-86	1.00	EA	606.08000	\$606.08	05/30/2023
					<b>Schedule Total</b>	\$606.08	
					<b>Item Total for Line 3</b>	\$606.08	
					<b>Total PO Amount</b>	\$4,190.92	

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>05/22/2023</b>
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