

# 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-3-0000318295</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> 05/25/23
<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b> 6694 - Austin:1111 W North Loop HEALTH & HUMAN SERVICES COMMISSION 1111 W North Loop Austin TX 78756 United States
			<b>Page</b> 1

**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:** 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 #0000234678

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

Quote #: Shopping Cart

Agency Contact:  
Kimberly Cokley-Mynard @ N/A  
Kimberly.CokleyMaynard@dshs.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	Post-it® Super Sticky Notes, 5" x 8", Energy Boost Collection, Lined, Pack Of 4 Pads; Item # 584435	615-62	2.00	PCK	11.99000	\$23.98	06/08/2023
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**Schedule Total**                     \$23.98

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<b>Item Total for Line 1</b>						\$23.98	
2-1	Westcott® Titanium Bonded Scissors, 8", Pointed, Gray/Yellow, Pack Of 2; Item # 612855	615-60	3.00	PCK	13.22000	\$39.66	06/08/2023
<b>Schedule Total</b>						\$39.66	
<b>Item Total for Line 2</b>						\$39.66	
3-1	Office Depot® Brand Removable Round Color-Coding Labels, OD98785, 3/4", Assorted Colors, Pack Of 1,008; Item # 837594	615-93	3.00	PCK	3.65000	\$10.95	06/08/2023
<b>Schedule Total</b>						\$10.95	
<b>Item Total for Line 3</b>						\$10.95	
4-1	Kleenex® Professional Facial Tissue Cube for Business, One Bundle of 6 Boxes; Item # 618405	615-60	2.00	PCK	13.97000	\$27.94	06/08/2023
<b>Schedule Total</b>						\$27.94	
<b>Item Total for Line 4</b>						\$27.94	
5-1	Bostitch® Electric Or Battery-Powered 3-Hole Punch, Black/Silver; Item # 822663	600-66	1.00	EA	45.59000	\$45.59	06/08/2023
<b>Schedule Total</b>						\$45.59	
<b>Item Total for Line 5</b>						\$45.59	
6-1	Lysol® Disinfecting Wipes, Lemon Lime Scent, 80 Wipes Per Canister,	485-83	1.00	CTN	52.59000	\$52.59	06/08/2023

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	Carton Of 6 Canisters: Item # 9025355						
					<b>Schedule Total</b>	\$52.59	
					<b>Item Total for Line 6</b>	\$52.59	
7-1	Dreametech P10 Cordless Washable Filter Bagless Household Stick Vacuum: Item # 3404725	485-65	1.00	EA	248.29000	\$248.29	06/08/2023
					<b>Schedule Total</b>	\$248.29	
					<b>Item Total for Line 7</b>	\$248.29	
8-1	DYMO® LabelWriter 550 Series Label Printer, Only Works with Authentic Dymo Labels; Item # 7573269	600-66	2.00	EA	109.48000	\$218.96	06/08/2023
					<b>Schedule Total</b>	\$218.96	
					<b>Item Total for Line 8</b>	\$218.96	
9-1	Mind Reader Network Collection Stackable Paper Trays, Letter Size, 7-1/4"H x 10"W x 13-1/2"D, Black, Set Of 2 Trays; Item # 5908722	615-33	2.00	PCK	34.99000	\$69.98	06/08/2023
					<b>Schedule Total</b>	\$69.98	
					<b>Item Total for Line 9</b>	\$69.98	
10-1	Glad® Small Kitchen Drawstring Trash Bags, 4 Gallons, Febreze® Sweet Citron And Lime, Green, Box Of 34 Bags; Item # 4103149	485-05	1.00	BOX	6.09000	\$6.09	06/08/2023
					<b>Schedule Total</b>	\$6.09	
					<b>Item Total for Line 10</b>	\$6.09	

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11-1	Air Wick® Aerosol Spray Air Freshener, Fresh Waters Scent, 8 Oz; Item # 151729	485-32	1.00	EA	2.16000	\$2.16	06/08/2023
<b>Schedule Total</b>						\$2.16	
<b>Item Total for Line 11</b>						\$2.16	
12-1	Clorox Scentiva Bleach-Free Cleaning Wipes, Pacific Breeze & Coconut Scent, 7" x 7-1/4", Canister Of 75 Wipes; Item # 7207688	485-83	1.00	EA	5.99000	\$5.99	06/08/2023
<b>Schedule Total</b>						\$5.99	
<b>Item Total for Line 12</b>						\$5.99	
<b>Total PO Amount</b>						\$752.18	

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*

**05/25/2023**

