

Department of State Health Services

Purchase Order

Dispatch via Print

Payment Terms Net 30	Freight Terms Prepaid & Allow	Ship Via BEST WAY	Purchase Order HHSTX-3-0000319481
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 06/13/23
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Page 1
		Ship To:	4546 - Austin:1100 W 49th St (DBGL) DEPARTMENT OF STATE HEALTH SERVICES 1100 W 49th St (DBGL) PO Box 149347 Austin TX 78756 United States

Vendor: 1741976051 1
WORKQUEST
1011 E 53RD 1/2 ST
AUSTIN TX 787511703
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: De La Rosa,Lindsey M

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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SHIPPING INSTRUCTIONS: Ship according to the DUE DATES specified on the PO.

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

DELIVERY: 14 Days After Receipt of PO

AGENCY CONTACT:
Ship to Attn: Timothy Corcoran
Timothy.Corcoran@dshs.texas.gov

HHSC BUYER:
Lindsey De La Rosa
Lindsey.delarosa@hhs.texas.gov

VENDOR:

VID: 17419760511
Contractor: WorkQuest, Inc.
Email: smartbuy@workquest.com
Phone: (512) 451-8145
Address: 1011 East 53 1/2 Street Austin TX 78751

PURCHASING METHOD: EX/0 Purchase made under the Authority of Texas Government Code 2155.138 (WorkQuest/TIBH Set-Aside)

Term Contact:615-S1

Term: 11/16/2021-11/30/2026

Smartbuy PO: 23165571

REQUIREMENTS/LIMITATIONS:

This PO is contingent upon the continued availability of lawful appropriations by the Texas Legislature. FY2023 funding.

Invoice per 34 TAC §20.487, amended effective May 1, 2022

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Requisition 236818

1-1	CLIPS, PAPER STANDARD #1, STEEL,1000/BOX61569 7510-00-161- 4292	615-69	25.00	BOX	5.05000	\$126.25	06/20/2023
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Schedule Total \$126.25

FY23 3952 Office Supplies

Vendor: Tx Smart Buy
VID: 17419760511
Contractor: WorkQuest, Inc.
Email: smartbuy@workquest.com
Phone: (512) 451-8145
Address: 1011 East 53 1/2 Street Austin TX 78751

PO BILL TO INFORMATION:
DSHS
ATTN: FISCAL DIVISION/ ACCOUNTS PAYABLE
1100 WEST 49TH STREET
AUSTIN, TX 78756

FOR DSHS INTERNAL DELIVERY INFO:
Loading Dock: L-114
BUILDING: Laboratory Building, L-555.1

REQUESTOR INFO:
Requester Name: Tim Corcoran
Requester Phone Number/area code: 512-776-7581
Requester E-mail address: timothy.corcoran@dshs.texas.gov
SCOR Division DSHS- Infectious Disease

Item Total for Line 1 \$126.25

2-1	SELF STICK NOTE PAD, 4" X 6", NEON 61562 MMM6605SSCYNEON 3M	615-60	2.00	PCK	14.47000	\$28.94	06/20/2023
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Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
Schedule Total						\$28.94	
Item Total for Line 2						\$28.94	
Total PO Amount						\$155.19	

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

Lindsey De La Rosa

06/15/2023