

# 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-4-0000320661</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> 09/01/23
<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b> 1 - 6/29/2023
			<b>Page</b> 1
			<b>Ship To:</b> 1726 - Houston:5425 Polk St HEALTH & HUMAN SERVICES COMMISSION 5425 Polk St PO Box 16017 Ste 250 Houston TX 77023 United States

**Vendor:** 7000014328 2  
JERRY C HORN  
DBA SOUTHWEST BUSINESS MACHINE  
PO BOX 31218  
HOUSTON TX 772311218  
**United States**

**Bill To:** Invoice-HHSC Financial Service  
HEALTH & HUMAN SERVICES COMMISSION  
5425 Polk St  
PO Box 16017  
Ste 220  
Houston TX 77023  
United States

**Fax:** 713/767-2488  
**Email:** Reg\_06\_Regional\_Budget\_PRF@hhsc.state.tx

**Purchaser:** Martinez,David

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY24 funding  
SP/E  
Requisition 226992 PO Service Dates 09/01/2023 to 08-31-2024

FY24 TPO for Machine Equipment Repairs for Region 06 Houston Locations

\*\*\*\*\*BLANKET PURCHASE ORDER SERVICE DATES 09/01/23 to 08/31/24\*\*\*\*\*

**BILL TO:**  
HEALTH AND HUMAN SERVICES  
ATTN: REGION 06 ACCOUNTS PAYABLE  
FINANCIAL SERVICES DIVISION, MAIL CODE: 178-8  
P.O. BOX 16017  
HOUSTON, TEXAS 77222-6017  
BILL TO CODE: 178-8

Attached Terms and Conditions apply to this Purchase Order.

This purchase order is contingent upon the continued availability of lawful appropriations by the Texas Legislature and may be canceled at any time in whole or part without penalty. HHS or the agency does not commit to ordering specific quantities of goods/services or dollar amounts with respect to this purchase order. The agency shall be obligated to pay for only those goods and/or services ordered and received by the agency. Any funds not utilized by 08-31-2024 are automatically canceled.

Vendor contact  
Jerry C. Horn dba Southwest Business Machine  
713-728-0921  
pcprinter@yahoo.com

Agency contact  
CONTRACT MANAGER: TRACY BARNES  
713-767-2496  
TRACY.BARNES@ HHS.TEXAS.GOV

SUPER USER: VERONICA BARNES, 713-767-2423  
713-767-2423  
FAX: 713-767-2450  
VERONICA.BARNES@ HHS.TEXAS.GOV

BACK-UP SUPER USER: YESHIA MALLORY  
713-767-2425

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**Purchaser:** Martinez,David

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YESHIA.MALLORY@ HHS.TEXAS.GOV

PCS contact  
David Martinez  
512-406-2597  
david.martinez01@hhs.texas.gov

1-1	R06_FY24 TPO for Machine & Equipment Repairs for Region 06 Houston Locations	939-60	1.00	LOT	1000.00000	\$1,000.00	09/01/2023
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**Schedule Total**                   \$1,000.00

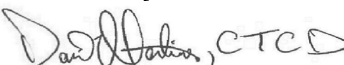
**Item Total for Line 1**                   \$1,000.00

**Total PO Amount** \$1,000.00

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.

<b>Authorized By</b>  David Martinez, CTCO	<b>06/29/2023</b>
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