

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-4-0000321394
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 09/01/23
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Page 1
			Ship To: 4549 - San Antonio:6711 S New Brau HEALTH & HUMAN SERVICES COMMISSION 6711 S New Braunfels Ste 100 San Antonio TX 78223 United States

Vendor: 1311703809 4
CINTAS CORPORATION NO 2
PO BOX 88005
CHICAGO IL 606898000
United States

Bill To: Invoice-DSHS Accounts Payable
HEALTH & HUMAN SERVICES COMMISSION
6711 S New Braunfels
Ste 100
San Antonio TX 78223
United States

Fax: 210/531-7883
Email: SAHAccounting@dshs.texas.gov

Purchaser: Breest, Maria Ana

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY24 CLASS ITEM 345/78
ITEMS TO BE ORDERED ON AS NEEDED BASIS FOR THE FACILITY
BLANKET PURCHASE ORDER

TERM: September 1, 2023 through August 31, 2024

SHIPPING INSTRUCTIONS: DO NOT SHIP until notified by Agency Contact.

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

DELIVERY: PER FACILITY REQUEST #5-10 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

***PACKING LIST REQUIRED TO SHOW PO NUMBER AND ATTN CONTACT
INFO ***

VENDORS SEND INVOICES VIA EMAIL: SAHACCOUNTING@dshs.texas.gov

Limited \$175.00 per pair

Warehouse: Please deliver to Bldg. 558
Info for Warehouse staff:
Bldg/Floor/Cubicle: Environmental Services Dept.

Agency Contact:
Eddie Luna
Eddie.luna@hhs.texas.gov
210-531-8107

Contract Manager:
Maria Cabrera
Mariaelena.cabrera1@hhs.texas.gov
210-531-7356

HHSC BUYER: Ana Breest, CTCD, CTCM
Direct: (512) 406-2679
ana.breest@hhs.texas.gov

VENDOR INFORMATION
VID 1311703809

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Vendor: CINTAS CORPORATION NO 2
Contact: David Gonzalez
Phone: (210) 846-9732
Email: Gonzalezd2@cintas.com

AMOUNT NOT TO EXCEED \$5,000.00 PER FY24 WITHOUT PRIOR APPROVAL

TERMS NET 30

PURCHASING METHOD: SP/E
Purchase not to exceed \$5,000.00 Rule 34 Texas Administrative Code § 20.41 - Delegated Purchases

REQUIREMENTS/LIMITATIONS:
Quantities may be increased or decreased upon need during the term of the PO. The quantities shown are estimates only and do not constitute a guarantee of purchase. Any quantities not ordered and received by August 31, 2024, will be considered cancelled.

Goods and/or services are to be delivered and invoiced after September 1, 2023.

This PO is contingent upon the continued availability of lawful appropriations by the Texas Legislature. FY24 funding.

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

Requisition: 0000232009

Note: Agency will not order products on this PO that are available from Workquest, Texas Correctional Industries or DIR. Agency will not order capital or controlled assets on this PO.

This contract is for goods to be ordered as needed by Health and Human Services Commission (HHSC), Kerrville State Hospital. HHSC does not commit to ordering specific quantities of goods or dollar amounts with respect to this contract.

The quantities are based on estimates of prior purchases and are estimates for evaluation purposes only and should not be construed as a minimum or maximum that the agency must order. HHSC shall be obligated to pay for only those goods actually ordered and received by the agency. Any funds not utilized by August 31, 2024 will be automatically cancelled.

Adding New Products to the Contract:

Following the contract award, additional products of the same general category that could have been encompassed in the award of this contract, and that are not already on the contract, may be added.

1-1	FY24 Blanket CG4 SASH Safety Shoes	345-78	1.00	EA	5000.00000	\$5,000.00	09/01/2023
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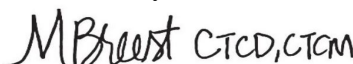
Purchaser: Breest, Maria Ana

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
					Schedule Total	\$5,000.00	
	FY24 CG4 F3J EVS BOOT F2400 7334 F3J010 F2400 7334 EVS BOOTS EDDIE LUNA						
					Item Total for Line 1	\$5,000.00	
					Total PO Amount	\$5,000.00	

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.

Authorized By 	07/10/2023
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