

# 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-3-0000321488</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> 07/11/23
<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b> 6943 - Austin:6101 E Oltorf HEALTH & HUMAN SERVICES COMMISSION 6101 E Oltorf Austin TX 78741 United States
			<b>Page</b> 1

**Vendor:** 1263499518 2  
MONO MACHINES LLC  
DBA SUPPLY CHIMP  
228 PARK AVE S # 36842  
NEW YORK NY 10003-1502  
United States

**Bill To:** Invoice-HHSC Accounting  
HEALTH & HUMAN SERVICES COMMISSION  
4601 W Guadalupe St  
Austin TX 78751  
United States

**Fax:** 512/424-6901  
**Email:** HHSC\_AP@hhsc.state.tx.us

**Purchaser:** Connell, Ron Lee

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY23 General Goods

TXMAS-19-7502  
CP/X

Requisition #: HHSTX-3-0000238122  
Texas Smart Buy PO - 23168336

Requester: Wesley Guerrero  
Phone #: (512)437-8351  
Email: DDS.TX.S49.AP@ssa.gov

Ship to Attn: Wesley Guerrero, (512)437-8351, DDS.TX.S49.AP@ssa.gov

Purchaser Name: Ron Connell  
Phone #: 512-406-2666  
Email: ron.connell@hhs.texas.gov

Vendor Name: MONO MACHINES DBA SUPPLY CHIMP  
Contact: CHRIS MCPHERSON  
Phone #: 800-592-1306  
Email: HELPME@SUPPLYCHIMP.COM

\*\*\*Confirmation Order-Do Not Duplicate\*\*\*

Note: Commercial vehicle deliveries must back into the loading dock when making deliveries to the Texas DDS thereby making it unsuitable for semi-trailers longer than 53 feet with a truck attachment that contains a sleeper cab. To avoid damage to property and surrounding trees, please use a delivery vehicle that is suitable for this location.

Please send all invoices to Disability Determination Services PO Box 149198 Austin, TX 78714-9198 for authorization.

Goods and/or services are to be delivered and invoiced after September 1, 2022.

This purchase order is contingent upon the continued availability of lawful appropriations by the Texas Legislature CPA Procurement Manual, and may be cancelled at any time in whole or part without penalty.

\*\*\*\*\*  
Invoicing and Payment: The invoice shall contain all the following in order to be considered for payment: PO number referenced, a unique invoice number, invoice date, and the total invoice amount. Each invoice shall also have an attached copy of the bill in order to be paid. Mail all original invoices to the BILL TO ADDRESS ON PO. Payment terms are net thirty days (30) unless a discount has been offered. Facility is not responsible for failure by the vendor to properly invoice which may delay payment processing.

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**Purchaser:** Connell, Ron Lee

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
1-1	7530013723107 Legal Pad, Double Line Margin Rule, 5 X 8, White, 50 Sheets, 1 Dz., #44341	615-62	40.00	DOZ	13.18000	\$527.20	07/12/2023
<b>Schedule Total</b>						\$527.20	
<b>Item Total for Line 1</b>						\$527.20	
2-1	7530015169627 Chlorine Free Pad, Legal Rule, Letter, White, 50 Sheets, 1 Dz., #44577	615-62	40.00	DOZ	27.49000	\$1,099.60	07/12/2023
<b>Schedule Total</b>						\$1,099.60	
<b>Item Total for Line 2</b>						\$1,099.60	
3-1	Tops Green Tint Steno Books - 80 Sheets - 15 Lb Basis Weight - 6 In X 9 In - 12 / Dozen - Green Tint Paper Green, White, Blue Cover, #96882	615-15	40.00	DOZ	36.38000	\$1,455.20	07/12/2023
<b>Schedule Total</b>						\$1,455.20	
<b>Item Total for Line 3</b>						\$1,455.20	
4-1	Highlighter Liquid Ink Fluorescent Blue 6 Per Bx, #227508	620-50	15.00	BOX	8.82000	\$132.30	07/14/2023
<b>Schedule Total</b>						\$132.30	
<b>Item Total for Line 4</b>						\$132.30	
5-1	Highlighter Liquid Ink Fluorescent Green 6 Per Bx, #227509	620-50	15.00	BOX	9.83000	\$147.45	07/14/2023
<b>Schedule Total</b>						\$147.45	

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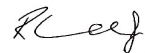
Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
<b>Item Total for Line 5</b>						\$147.45	
6-1	Smead 14099 Pressboard Classification Folder, 3" Expansion, 6 Dividers, Letter, Red, 10/Box, Commodity Code 61545	615-45	30.00	BOX	41.96000	\$1,258.80	07/12/2023
<b>Schedule Total</b>						\$1,258.80	
<b>Item Total for Line 6</b>						\$1,258.80	
<b>Total PO Amount</b>						\$4,620.55	

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**



**07/11/2023**