Health and Human Services Commission

Purchase Order

Dispatch via Print Payment Terms Freight Terms Ship Via HHSTX-4-0000322443 Net 30 FOB Dest. Prepaid & Allowed BEST WAY **Purchase Order** If advertised by informal bid, Invitation for Offer, or Request for Proposal; all Date Revision Page specifications, terms, and conditions set forth in the advertisement and vendor's 09/01/23 1 conforming responses become a part of this numbered purchase order. Contractor Ship To: 5059 - Kerrville:721 Thompson Dr guarantees goods or services delivered meet or exceed numbered purchase order HEALTH & HUMAN SERVICES COMMISSION requirements. 721 Thompson Dr All shipments, shipping papers, invoices, and correspondence must be identified Kerrville TX 78028 with our Purchase Order Number. United States Vendor: 17413259460 Bill To: Invoice-DSHS Accounts Payable INSCO DISTRIBUTION INC HEALTH & HUMAN SERVICES COMMISSION 12501 NETWORK BLVD 6711 S New Braunfels SAN ANTONIO TX 782493306 Ste 100 United States San Antonio TX 78223 United States Fax: 210/531-7883 SAHAccounting@dshs.texas.gov Email: Fletcher, Patricia Rose **Purchaser:** UOM Line-Sch **Inventory Item ID - Line Description** Class/Item Quantity PO Price Extended Amt **Due Date**

Agency Contact: Warren Setnan Phone: 830/258-5284 EMAIL: warren.setnan@hhs.texas.gov

VENDOR: Insco Distribution Name Scott Whitley Tel # 830/895-2800 Email: s.whitley@insco.com

HHSC PCS CONTACT: Patricia Fletcher Phone: 512-406-2538 EMAIL: Patricia.Fletcher@hhsc.state.tx.us

SHIPPING INSTRUCTIONS: Ship according to the DUE DATES specified on the PO.

FREIGHT: F.O.B. Destination Freight Prepaid Allowed Delivery hours are from 8:00-11:30 AM and 1:00-4:30 PM Monday Friday except designated State Holidays

PURCHASING METHOD: OM/F Texas Government Code 2156.063 Not to Exceed \$25,000

REQUIREMENTS/LIMITATIONS:

This PO is contingent upon the continued availability of lawful appropriations by the Texas Legislature. FY2024 funding.

Invoice per 34 TAC §20.487, amended effective May 1, 2022 or email: SAHACCOUNTING@dshs.texas.gov

This Blanket Purchase Order is for the period of 9/1/2023 through 8/31/2024. Please do not ship or invoice prior to 9/1/2023. ***Do not ship until notified by the Agency contact.***

Your invoices are not to exceed \$24999.00

HHSC does not commit to ordering specific dollar amounts with respect to this contract. The agency shall be obligated to pay for only those goods actually ordered and received by the agency. Any funds not utilized by 08/31/2024 are automatically cancelled.

					Schedule Total	\$11,500.00	
1-1	FY24 CF8 HVAC Equipment - Blanket	031-67	1.00	LOT	11500.00000	\$11,500.00	09/01/2023

Health and Human Services Commission

Purchase Order

Dispatch via Print

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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 Pahina Flitches, CICD, CICM

<u>07/19/2023</u>