

# 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-4-0000326046</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> 6694 - Austin:1111 W North Loop HEALTH & HUMAN SERVICES COMMISSION 1111 W North Loop Austin TX 78756 United States
			<b>Page</b> 1

**Vendor:** 1742768479 4  
MICROASSIST INC  
BLDG 4 STE 225  
8500 SHOAL CREEK BLVD  
AUSTIN TX 787577591  
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:** Alexander, Leslie L 512/406-2424

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY24

Term: September 1, 2023 thru August 31, 2024

Procurement Type: IT/I

Agency Contact:  
Name: Regina Tanksley  
Phone: 512-460-8409 (cell)  
Email: Regina.Tanksley@hhs.texas.gov

HHSC BUYER:  
Leslie Alexander, CTCD  
(512) 406-2424  
Email: Leslie.Alexander@hhs.texas.gov

Vendor:  
VIN: 1742768479  
Vendor Name: Microassist Inc  
Vendor Contact: Susie Robinette  
Vendor Ph: (512) 524-2815  
Email: Srobinette@microassist.com

PURCHASING METHOD: IT/I  
Purchase Order issued in accordance with Texas Government Code §2157.068 Contract #: DIR-CPO-5046

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.

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

\*\*\* Not to Exceed \$425.00\*\*\* without prior authorization from Health and Human Services Commission.  
Requisition #: 0000239420

1-1	SQL 2008 Fundamentals - Virtual (9-11-2023)	924-40	1.00	EA	425.00000	\$425.00	09/01/2023
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**Schedule Total**                     \$425.00

**Item Total for Line 1**                     \$425.00

**Total PO Amount** \$425.00

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> 	<b>08/16/2023</b>
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