

# 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-4-0000326396</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
			<b>Ship To:</b> 4547 - Wichita Falls:6515 Kemp Blv HEALTH & HUMAN SERVICES COMMISSION 6515 Kemp Blvd PO Box 300 Wichita Falls TX 76308 United States

**Vendor:** 1752573876 5  
NOR-TEX MATERIALS INC  
1207 28TH ST STE B  
WICHITA FALLS TX 763021026  
United States

**Bill To:** Maintenance  
HEALTH & HUMAN SERVICES COMMISSION  
6515 Kemp Blvd  
PO Box 300  
Wichita Falls TX 76308  
United States

**Email:** Allyson.Cruz@hhs.texas.gov

**Purchaser:** Vasquez Iii, Richard

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

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

DELIVERY: 09-01-2023 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

**AGENCY CONTACT:**

Allyson Cruz, Administrative Assistant II  
(940) 689-5351  
allyson.cruz@hhs.texas.gov  
6515 Kemp Wichita Falls, Texas 76308

**HHSC BUYER:**

Richard Vasquez  
richard.vasqueziii@hhs.texas.gov  
512-639-7327

**VENDOR:**

Nor-Tex  
1207 B 28th Street  
Wichita, Texas 76302  
940-761-5800  
Ricky Kephart  
rick@nortexmat.com

Informal IFB # 227262

PURCHASING METHOD: OM/F

Purchase Not to Exceed \$25,000

REQUIREMENTS/LIMITATIONS:

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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.

FY24 Funding

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

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

Requisition # 227262

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.

1-1	Bulding Materials, Includes: sheet rock, studs, tile	150-10	1.00	LOT	20000.00000	\$20,000.00	09/01/2023
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**Schedule Total**                     \$20,000.00

\*\*\*\*\* Please see attached template quote \*\*\*\*\*

This requisition is for the purchase of carpenter materials for the entire campus throughout the fiscal year.

**Item Total for Line 1**                     \$20,000.00

**Total PO Amount** \$20,000.00

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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**

*Richard Vasquez III* CTCD, CTCM

**08/18/2023**