

# 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-4-0000328035</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> Page 1
			<b>Ship To:</b> 6433 - Carlsbad: 11640 US Hwy 87 N HEALTH & HUMAN SERVICES COMMISSION 11640 US Hwy 87 N 11640 N US Hwy 87 Carlsbad TX 76934 United States

**Vendor:** 1472194285 3  
MICHEAL A SWITALSKI  
DBA MJB UPHOLSTERY  
6841 TEMPLIN CT  
SAN ANGELO TX 769044163  
United States

**Bill To:** Invoice - DADS  
HEALTH & HUMAN SERVICES COMMISSION  
2501 Maple St  
PO Box 451  
Abilene TX 79602  
United States

**Fax:** 325/795-3807  
**Email:** 710Accounting@hhsc.state.tx.us

**Purchaser:** Hernandez, Natalee

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY24 funding  
SP/E  
Requisition 227606 Pricing per emailed quote 9-1  
PO Service Dates 09-01-2023 to 08-31-2024  
Goods and/or services are to be delivered and invoiced after September 1, 2023

Attached Terms and Conditions apply to this Purchase Order.

This purchase order is contingent upon the continued availability of lawful appropriations by the Texas Legislature and may be canceled at any time in whole or part without penalty. HHS or the agency does not commit to ordering specific quantities of goods/services or dollar amounts with respect to this purchase order. The agency shall be obligated to pay for only those goods and/or services ordered and received by the agency. Any funds not utilized by 08-31-2024 are automatically canceled.

Vendor contact  
Michael Switalski  
325-234-9125  
mbjupholstery@gmail.com

Agency contact  
Ida Montez  
325-465-2203  
ida.montez@hhs.texas.gov

PCS contact  
Natalee Hernandez  
512-406-2555  
Natalee.hernandez@hhs.texas.gov

1-1	FY24 Services: Motor Pool - Re-upholster vehicle seats DA1-SGSSLC	928-91	1.00	LOT	5000.00000	\$5,000.00	09/01/2023
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**Schedule Total**           \$5,000.00

**Item Total for Line 1**           \$5,000.00

2-1		928-91	1.00	LOT	5000.00000	\$5,000.00	09/01/2023
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Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY24 Services: Motor Pool - Re-upholster non-vehicle seats DA1-SGSSLC

<b>Schedule Total</b>	\$5,000.00
<b>Item Total for Line 2</b>	\$5,000.00
<b>Total PO Amount</b>	\$10,000.00

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.

<p style="margin: 0;"><b>Authorized By</b> <i>Natalee Hernandez, CTOD, CTCM</i></p>	<p style="margin: 0;"><b>09/01/2023</b></p>
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