Health and Human Services Commission

Purchase Order

Dispatch via Print

Payment Terms	Freight Terms	Ship Via
Net 30	Prepaid & Allow	BEST WAY

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.

All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.

Purchase Order **HHSTX-4-0000331705**

Date	Revision	Page
10/25/23		1

Ship To: 1725 - Houston:1320 E 40th St
HEALTH & HUMAN SERVICES COMMISSION
1320 E 40th St
PO Box 16017
Houston TX 77022
United States

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 Financial Service
HEALTH & HUMAN SERVICES COMMISSION
5425 Polk St
PO Box 16017
Ste 220
Houston TX 77023
United States

Fax: 713/767-2488
Email: Reg_06_Regional_Budget_PRF@hhsc.state.tx

Purchaser: Alvarado,Veronica

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

FY24 Purchase / Requisition #: 0000245771

Confirmation Order - Do Not Duplicate

Shipping Instructions: Ship according to the DUE DATES specified on the PO.

Freight: F.O.B. Destination Freight Prepaid Allowed

Delivery: 1 Day 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

Email Invoices: Reg_06_Regional_Budget_PRF@hhs.texas.gov

Agency Contact:
Patricia Basquez @ 713-696-8020
patricia.basquez02@hhs.texas.gov

Purchaser:
Veronica Alvarado @ (512) 406-2505
Veronia.Alvarado@hhs.texas.gov

Vendor Information:
Mono Machines LLC dba Supply Chimp
Chris McPherson @ 800-592-1306
helpme@supplychimp.com

Purchasing Method: CP/X
Procurement methods were evaluated, and the best value is provided using the TXMAS contract.

Contract # TXMAS-19-7502 (Funding Begins: 12-06-2018 / Funding Ends: 12-05-2023)
Smartbuy PO:

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

1-1		620-90	252.00	PCK	7.42000	$1,869.84	10/26/2023

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Purchaser: Alvarado,Veronica

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
	Accent Pocket Highlighter, Chisel Tip, Assorted Ink, 12 Per Set, Supplier Part Number: 88432, Manufacturer Part #: SAN27145; UOM: SET						

Schedule Total $1,869.84

Item Total for Line 1 $1,869.84

Total PO Amount $1,869.84

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

Veronica Alvarado, CTCD, CTCM

10/25/2023