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-4-0000335329**

Date	Revision	Page
12/19/23		1

Ship To: 3137 - Tyler:3303 Mineola Hwy
HEALTH & HUMAN SERVICES COMMISSION
3303 Mineola Hwy
PO Box 5200
Tyler TX 75702
United States

Vendor: 1453328644 0
AMAZON CAPITAL SERVICES INC
PO BOX 35184
SEATTLE WA 981245185
United States

Bill To: Invoice-HHSC; Region 04 Headqu
HEALTH & HUMAN SERVICES COMMISSION
302 E Rieck Rd
Tyler TX 75703
United States

Fax: 903 534 8487
Email: paula.thurman@hhsc.state.tx.us

Exempt Reason: N/A

Purchaser: Ogle,Tracie L

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

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

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

DELIVERY: 7 Days 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:
Darin Adams
903-533-4258
Darin.adams#hhs.texas.gov

BILL TO LOCATION CODE: 3135
Health and Human Services Commission
302 E. RIECK ROAD, TYLER, TX 75703

SEND INVOICES TO: reg04_admin_services@hhs.texas.gov

BACK UP SUPER USER: marjorie.carlos@hhs.texas.gov 903-509-5131

HHSC BUYER:
Tracie Ogle, CTCD, CTCM
512-776-2326
Tracie.Ogle@hhs.texas.gov

VENDOR:
Amazon
AMAZON WEB SER
440 TERRY AVE N
SEATTLE, WA 981095210
United States

Vendor Contact: Customer Service
Vendor Phone: 888-280-4331, 866-216-1075
Vendor Email: ar-businessworkbench@amazon.com

PURCHASING METHOD: SP/E
Not to Exceed $10,000.00

REQUIREMENTS/LIMITATIONS:

Health and Human Services Commission

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Exempt Reason: N/A

Purchaser: Ogle,Tracie L

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

Requisition: 0000250792

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
1-1	R04 - FY24 - Astrobrights Cover Stock, 8 1/2" x 11". 65 Lbs., Solar Yellow, Pack of 250 Sheets, 21738	615-45	40.00	RM	16.34000	$653.60	12/28/2023

Schedule Total $653.60

Item Total for Line 1 $653.60

Total PO Amount $653.60

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

Tracie Ogle, CTCD

12/19/2023