

Health and Human Services Commission

Purchase Order

Dispatch via Print

Payment Terms Net 30	Freight Terms Prepaid & Allow	Ship Via BEST WAY	Purchase Order HHSTX-4-0000336627
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.			Date 01/12/24
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Page 1
			Ship To: 6656 - Lubbock:3401 N University A HEALTH & HUMAN SERVICES COMMISSION 3401 N University Ave 3401 N University Ave Lubbock TX 79415 United States

Vendor: 1862161688 9
ODP BUSINESS SOLUTIONS LLC
PO BOX 660113
DALLAS TX 75266-0113
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

Exempt Reason: GPO

Purchaser: Olvera, Marissa Ann

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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SHIPPING INSTRUCTIONS: Ship according to the DUE DATES specified on the PO.

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

DELIVERY: 3-5 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:
Name: Luisa Olguin-Torrez
Lead Contact Email: luisa.olguin-torrez@hhs.texas.gov
Lead Contact Phone: 806-741-3511

HHSC BUYER:
Marissa Olvera
512-776-3099
marissa.olvera1@hhs.texas.gov

VENDOR:
Contractor: ODP Business Solutions
ODP Account Rep (Omnia TXMAS): Richard Merten
(832) 477-6118
richard.merten@odpbusiness.com
Email: stateoftexas@officedepot.com
Phone: (713) 878-2158

OMNIA GPO and HHS Contract # HHS000840200001
OMNIA GPO and ODP Contract #R190303
Account#46319643

PURCHASING METHOD: EX/0
Purchase made under the Authority of Texas Government Code 2155.1441 for Health Care Purchasing including group purchasing programs.

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

Requisition 0000252151

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1-1	Avery Top Load Heavyweight Legal Size Sheet Protectors Item#210813	615-39	3.00	PCK	12.99000	\$38.97	01/19/2024
Schedule Total						<u>\$38.97</u>	
Item Total for Line 1						<u>\$38.97</u>	
2-1	Xerox® Vitality Colors Pastel Plus Color Multi-Use Printer & Copier Paper- Item#544206 Blue	645-32	2.00	RM	7.99000	\$15.98	01/19/2024
Schedule Total						<u>\$15.98</u>	
Item Total for Line 2						<u>\$15.98</u>	
3-1	Xerox® Vitality Colors Color Multi-Use Printer & Copier Paper Yellow - Item#345660	645-32	2.00	RM	7.70000	\$15.40	01/19/2024
Schedule Total						<u>\$15.40</u>	
Item Total for Line 3						<u>\$15.40</u>	
Total PO Amount						\$70.35	

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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

Marissa Olvera

01/12/2024