

# 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-4-0000337509</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> 01/30/24
<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b> 0125 - Grand Prairie:801 S State H HEALTH & HUMAN SERVICES COMMISSION 801 S State Highway 161 PO Box 532089 Grand Prairie TX 75051 United States
			<b>Page</b> 1

**Vendor:** 1391837105 8  
4IMPRINT INC  
25303 NETWORK PL  
CHICAGO IL 606731253  
United States

**Bill To:** Invoice-HHSC Financial Service  
HEALTH & HUMAN SERVICES COMMISSION  
801 S State Highway 161  
PO Box 532089  
Grand Prairie TX 75051  
United States

**Fax:** 972/337-6257  
**Email:** Reg03\_AP@hhsc.state.tx.us

**Exempt Reason:** N/A

**Purchaser:** Alexander, Leslie L 512/406-2424

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY24 Purchase

Procurement Type: SP/E

Requisition #: 0000252689

INVOICING - See above for Bill to Information

See above for SHIP TO ADDRESS ON PO

AGENCY CONTACT:  
SHIP TO ATTN:  
Name: Mike Self / (972) 337-6274  
Email: michael.self@hhs.texas.gov

HHSC terms and conditions attached.

Purchaser Information:  
Name: Leslie Alexander  
Phone #: 512-406-2424  
Email Address: Leslie.Alexander@hhs.texas.gov

Vendor Information:  
Vendor Name: 4 Imprint  
Contact: Erin Jungwirth  
Phone: 877-446-7746 ext. 8122  
Email: ejungwirth@4imprint.com

QUOTE #: 26600040 / Date: 01/29/2024 / Account #: 4565020

Freight Terms are FOB Destination Prepaid and Allowed/Add  
Terms: Net 30

1-1	Value Click Pens	620-80	5000.00	EA	.21000	\$1,050.00	02/05/2024
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<b>Schedule Total</b>	\$1,050.00
<b>Item Total for Line 1</b>	\$1,050.00

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**Exempt Reason:** N/A

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Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
2-1	Shipping Cost	963-39	1.00	EA	110.54000	\$110.54	02/05/2024
<b>Schedule Total</b>						\$110.54	
<b>Item Total for Line 2</b>						\$110.54	
<b>Total PO Amount</b>						\$1,160.54	

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**

*Leslie Albert Si, CTP*

**01/30/2024**