

# 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-4-0000337603</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> Page 1
			<b>Ship To:</b> 5035 - Rusk:805 N Dickinson Dr HEALTH & HUMAN SERVICES COMMISSION 805 N Dickinson Dr PO Box 318 Rusk TX 75785 United States

**Vendor:** 1742002338 8  
CARLTON INDUSTRIES LP  
4225 W STATE HIGHWAY 71  
USA  
LA GRANGE TX 78945-5150  
United States

**Bill To:** Invoice - DADS  
HEALTH & HUMAN SERVICES COMMISSION  
424 Mesquite Dr  
PO Box 1132  
Mexia TX 76667  
United States

**Fax:** 254/562-1894  
**Email:** 718Accounting@hhs.texas.gov

**Exempt Reason:** N/A

**Purchaser:** Garcia,Suzanna L

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 Allowed

DELIVERY: 3-5 Business Days After Receipt of PO

Delivery hours are from 8:00-11:30 AM and 1:00-4:00 PM Monday Friday. Except designated State Holidays  
Contact requester for questions on delivery.

**AGENCY CONTACT:**  
Lead Contact: Jerry McClure  
Lead Contact Email: jerry.mcclure@hhs.texas.gov  
Lead Contact Phone: 903-683-7621

Requester: Toni Booker  
Requester Email: toni.booker@hhs.texas.gov  
Requester Phone: 903-683-7571

Ship To: Toni Booker/ 903-683-7571/ Bld. 615 / toni.booker@hhs.texas.gov  
Warehouse: Please deliver to bldg. 614/504

Account Payable:  
Vendors email invoices to: 718accounting@hhs.texas.gov

HHSC BUYER:  
Suzanna Garcia  
Ph: 512-776-2694  
Email: suzanna.garcia@hhs.texas.gov

VENDOR:  
Carlton Industries, LP  
4225 State Highway 71 West  
La Grange, Texas 78945  
Tel: 800-231-5988 X 1223  
Fax: 979-242-5058  
ehernandez@carltonusa.com  
http://www.carltonusa.com

# Health and Human Services Commission

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

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 # 0000250967

1-1	Item # ID132, 4" x 4" Safety Decals "Fire Extinguisher Inside"	801-76	25.00	PCK	12.93000	\$323.25	02/06/2024
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<b>Schedule Total</b>	\$323.25
<b>Item Total for Line 1</b>	\$323.25
<b>Total PO Amount</b>	\$323.25

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.

<b>Authorized By</b>  <i>Suzanna Garcia</i> CTCD, CTCM	<b>01/30/2024</b>
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