

# Health and Human Services Commission

## Purchase Order

Dispatch via Print

<b>Payment Terms</b> Net 30	<b>Freight Terms</b> FOB Dest. Prepaid & Add	<b>Ship Via</b> BEST WAY	<b>Purchase Order</b> <b>HHSTX-4-0000340220</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> 03/06/24
<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> 4103 - Austin:4601 W Guadalupe St HEALTH & HUMAN SERVICES COMMISSION 4601 W Guadalupe St Austin TX 78751 United States

**Vendor:** 1943419039 3  
4IMPRINT CORPORATE PROGRAMS LLC  
101 COMMERCE ST  
OSHKOSH WI 549014864  
United States

**Bill To:** Invoice-HHSC 07:Headquarters,Q  
HEALTH & HUMAN SERVICES COMMISSION  
4616 W Howard Ln  
Ste 1-120  
Austin TX 78728  
United States

**Fax:** 512/832-7756  
**Email:** HHSCReg07\_AP\_Purchases@hhs.state.tx.us

**Exempt Reason:** N/A

**Purchaser:** Burns,Debra A

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY24 CLASS ITEM 715-30 962-86  
SCOR HHSC Division SYSTEM SUPPORT SERVICES  
SHIPPING INSTRUCTIONS: Ship according to the DUE DATES specified on the PO.

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

DELIVERY: 5-15 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:  
\*\*\*PACKING LIST REQUIRED TO SHOW PO NUMBER AND ATTN CONTACT INFO \*\*\*  
SHIP TO ATTN HHSC - RAS - Jennifer Leos 512-657-2797 Jennifer.Leos@hhs.texas.gov  
SUPERUSER William Byron 512-832-7732 William.Byron@hhs.texas.gov  
SHIP TO  
LOCATION CODE 4103  
HEALTH HUMAN SERVICES COMMISSION  
ATTN: JENNIFER LEOS  
4601 W GUADALUPE ST AUSTIN, TX 78751

BILL TO  
LOCATION CODE 0161  
HHSC ATTN: R07 FINANCIAL SERVICES  
4616 W HOWARD LN BLDG 1 STE 120  
AUSTIN TX 78728

Note to supplier - for fast processing, please email invoices to  
HHSCReg07\_AP\_Purchases@hhs.texas.gov

HHSC BUYER:  
Debra Burns, CTPM  
Direct: 512) 406-2564 CELL 832-818-3936  
Debra.Burns@hhs.texas.gov

VENDOR:  
VID 1943419039  
VENDOR 4IMPRINT CORPORATE PROGRAMS LLC  
CONTACT Carrie Berndt  
PHONE 877-446-7746 Ext. 8447  
EMAIL cberndt@4imprint.com

TERMS NET 30

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**Purchaser:** Burns,Debra A

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QUOTE 26747720 \*\*\*PROOF REQUIRED\*\*\*

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 0000257438

1-1	Table Throw Polyester 6 ft Imprinted White Need Logo Closed-Back Royal Blue,Royal Blue Serged ValueItem 115181-6	715-30	3.00	EA	119.00000	\$357.00	03/18/2024
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**Schedule Total**                     \$357.00

Closed-back, 4-sided design, Fit Draped, Serged edge finish, For use on 6' tables, Dimensions 128" x 86"  
Artwork Instructions  
Product Color (Base, Trim): Royal Blue,Royal Blue  
Imprint Colors: White  
Imprint Location: Front

**Item Total for Line 1**                     \$357.00

2-1	Freight-Shipping per Quote UOM IS LOT	962-86	1.00	EA	13.83000	\$13.83	03/18/2024
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**Schedule Total**                     \$13.83

**Item Total for Line 2**                     \$13.83

**Total PO Amount**                     \$370.83

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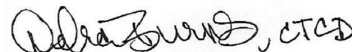
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No substitutions or cancellations are permitted without prior approval by Health & Human Services Commission. If contractor fails to deliver by promised delivery date (or reasonable time thereafter) or fails to meet requirements, Health & Human Services 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**



**03/06/2024**