

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-4-0000340922
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 03/15/24
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Y909 - Austin:12300 Technology Blv HEALTH & HUMAN SERVICES COMMISSION 12300 Technology Blvd Austin TX 78727 United States
			Page 1

Vendor: 1751872907 8
TEXAS ENVELOPE CO
10655 SHADY TRL
DALLAS TX 752202506
United States

Bill To: Print Shop North
HEALTH & HUMAN SERVICES COMMISSION
12300 Technology Blvd
Austin TX 78727
United States

Exempt Reason: N/A

Purchaser: Holton,Sharonda 512/406-2464

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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CONTACT FOR QUESTIONS AND SHIP TO:
JEFFREY BLUE
512-250-7147
JEFFREY.BLUE@HHS.TEXAS.GOV

VENDOR:
VID: 1751872907
Contractor: TEXAS ENVELOPE CO
Contact Name: Sheila Lester, Account Executive Customer Services Manager
Email: SLester@texenv.com
Phone: 214-924-5459

QUOTE: TEXAS ENVELOPE

SP E

HHS REQUISITION: 0000257408

HHS BUYER:
SHARONDA HOLTON, CTCD - SHARONDA.HOLTON@HHS.TEXAS.GOV

Info for Warehouse staff:
Delivery Contact: Jeff Blue
Phone no: 512-250-7147
Email: jeffrey.blue@hhs.texas.gov
Bldg/Floor/Cubicle: 12300 Technology Blvd, Austin, TX 78727

1-1	24# Brown Kraft 10 x 13 Peel & Seal Catalog Envelope	310-30	70.00	M	121.95000	\$8,536.50	03/19/2024
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Schedule Total \$8,536.50

QUOTE FROM USUAL VENDOR ATTACHED

Item Total for Line 1 \$8,536.50

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Total PO Amount \$8,536.50

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

Sharonda Holton, CTCO

03/15/2024