

# Department of State Health Services

## 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-4-0000342262</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> 04/01/24
<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> 5750 - Amarillo:3407 Pony Express DEPARTMENT OF STATE HEALTH SERVICES 3407 Pony Express Way Amarillo TX 79118 United States

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

**Bill To:** Invoice-DSHS Fiscal Claims  
DEPARTMENT OF STATE HEALTH SERVICES  
1100 W 49th St (RBB)  
PO Box 149347  
Austin TX 78756  
United States

**Fax:** 512/458-7442  
**Email:** invoices@dshs.texas.gov

**Exempt Reason:** N/A

**Purchaser:** Ogle, Tracie 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: 14 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:  
Dora Reyna  
Dora.reyna@dshs.texas.gov

Purchase Contact  
Marisol Tijerina  
marisol.tijerina@dshs.texas.gov  
806-477-1100

Shipto  
3407 Pony Express Way  
Amarillo, TX 79118  
Bldg/Floor/Cubicle: Deliver to South Entrance (Overhead Door)

HHSC BUYER:  
Tracie Ogle, CTCD, CTCM  
512-776-2326  
Tracie.ogle@hhs.texas.gov

VENDOR:  
4IMPRINT, INC.  
SHAY FREUND  
sfreund@4imprint.com  
25303 NETWORK PL  
CHICAGO, IL 60673-1253  
101 COMMERCE ST  
OSHKOSH, WI 54901-4864  
4imprint.com  
1391837105  
877-446-7746 EXT. 7254  
800-355-5043

QUOTE: 26850698

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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: 0000263008

1-1	RAZZLE JOTTER WITH PEN; ITEM NUMBER: 107782; PRODUCT COLOR: PURPLE; IMPRINT: TEXT; IMPRINT COLOR: WHITE; LOCATION: FRONT;	037-52	200.00	EA	1.52100	\$304.20	04/15/2024
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**Schedule Total**                     \$304.20

**Item Total for Line 1**                     \$304.20

2-1	STICKY BOOK; ITEM NUMBER: 9950; PRODUCT COLOR: PURPLE; IMPRINT: TEXT; IMPRINT COLOR: WHITE; LOCATION: FRONT COVER;	037-52	300.00	EA	1.92600	\$577.80	04/15/2024
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**Schedule Total**                     \$577.80

**Item Total for Line 2**                     \$577.80

3-1	SOUVENIR DESIGNER STICKY NOTE; ITEM NUMBER: 102449-25-S; COLOR: LILAC, STRIPES-25 SHEET; IMPRINT: TEXT; IMPRINT COLOR: PANTONE PURPLE; LOCATION: TOP;	037-52	250.00	EA	.78300	\$195.75	04/15/2024
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**Schedule Total**                     \$195.75

**Item Total for Line 3**                     \$195.75

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**Exempt Reason:** N/A

**Purchaser:** Ogle, Tracie L

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
4-1	SHIPPING AND HANDLING	962-24	1.00	EA	113.75000	\$113.75	04/15/2024
<b>Schedule Total</b>						\$113.75	
<b>Item Total for Line 4</b>						\$113.75	
<b>Total PO Amount</b>						\$1,191.50	

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.

<p><b>Authorized By</b></p> <p style="font-family: cursive; font-size: 1.2em;">Tracie Ogle, (ETC)</p>	<p><b>04/01/2024</b></p>
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