

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-4-0000343677
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 04/15/24
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision 1
			Ship To: 3137 - Tyler:3303 Mineola Hwy HEALTH & HUMAN SERVICES COMMISSION 3303 Mineola Hwy PO Box 5200 Tyler TX 75702 United States

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

Bill To: Invoice-HHSC Accounting
HEALTH & HUMAN SERVICES COMMISSION
4601 W Guadalupe St
Austin TX 78751
United States

Fax: 512/424-6901
Email: HHSC_AP@hhsc.state.tx.us

Exempt Reason: N/A

Purchaser: Vasquez Iii, Richard

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

SHIPPING INSTRUCTIONS: Ship according to the DUE DATES specified on the PO.

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

DELIVERY: 10 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:
Emma Lake Admin Assistant III 903-533-4305 or emma.lake@hhs.texas.gov.

HHSC BUYER:
Richard Vasquez
richard.vasqueziii@hhs.texas.gov
512-639-7327

VENDOR:
4Imprint
101 Commerce St
PO Box 320
Oshkosh, WI 54901

jffrees@4imprint.com
Fax: 800-355-5043
Phone: 877-446-7746 Ext. 8018
Questions Call: Jordyn

QUOTE 26818454

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.

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			Page 2

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Requisition #0000259078

1-1	Clear Bubble Umbrella - 48" Arc	037-43	120.00	EA	10.65000	\$1,278.00	04/26/2024
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Schedule Total \$1,278.00

Item Total for Line 1 \$1,278.00

2-1	Set-up charge	962-78	1.00	LOT	35.00000	\$35.00	04/26/2024
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Schedule Total \$35.00

Regional Director approved gift for all Region 4/5 CCSE staff members in honor of Employee Recognition week. Please contact Emma Lake Admin Assistant III 903-533-4305 or emma.lake@hhs.texas.gov.

Item Total for Line 2 \$35.00

3-1	Freight/Shipping	962-86	1.00	LOT	104.58000	\$104.58	04/26/2024
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Schedule Total \$104.58

Regional Director approved gift for all Region 4/5 CCSE staff members in honor of Employee Recognition week. Please contact Emma Lake Admin Assistant III 903-533-4305 or emma.lake@hhs.texas.gov.

Item Total for Line 3 \$104.58

4-1	Izzy Mug with Straw - 40 oz	037-43	120.00	EA	9.94000	\$1,192.80	04/26/2024
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Schedule Total \$1,192.80

Item Total for Line 4 \$1,192.80

5-1	Set-up charge	962-78	1.00	LOT	45.00000	\$45.00	04/26/2024
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			Ship To: 3137 - Tyler:3303 Mineola Hwy HEALTH & HUMAN SERVICES COMMISSION 3303 Mineola Hwy PO Box 5200 Tyler TX 75702 United States

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Exempt Reason: N/A

Purchaser: Vasquez Iii, Richard

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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Schedule Total \$45.00

Regional Director approved gift for all Region 4/5 CCSE staff members in honor of Employee Recognition week. Please contact Emma Lake Admin Assistant III 903-533-4305 or emma.lake@hhs.texas.gov.

Item Total for Line 5 \$45.00

6-1	Freight/Shipping	962-86	1.00	LOT	146.28000	\$146.28	04/26/2024
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Schedule Total \$146.28

Regional Director approved gift for all Region 4/5 CCSE staff members in honor of Employee Recognition week. Please contact Emma Lake Admin Assistant III 903-533-4305 or emma.lake@hhs.texas.gov.

Item Total for Line 6 \$146.28

Total PO Amount \$2,801.66

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 RICHARD VASQUEZ III	04/15/2024
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