

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-4-0000344003
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 04/17/24
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Page 1
			Ship To: 5059 - Kerrville:721 Thompson Dr HEALTH & HUMAN SERVICES COMMISSION 721 Thompson Dr Kerrville TX 78028 United States

Vendor: 1862161688 9
ODP BUSINESS SOLUTIONS LLC
PO BOX 660113
DALLAS TX 75266-0113
United States

Bill To: Invoice-DSHS Accounts Payable
HEALTH & HUMAN SERVICES COMMISSION
6711 S New Braunfels
Ste 100
San Antonio TX 78223
United States

Fax: 210/531-7883
Email: SAHAccounting@dshs.texas.gov

Exempt Reason: GPO

Purchaser: Smith,Nicole

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FREIGHT: F.O.B Destination Freight Prepaid and 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 when the Warehouse is closed.

Please call Agency Delivery Contact to schedule delivery 24 hours prior to arrival.

AGENCY DELIVERY CONTACT:
H. Lee Clancy
H.Clancy@hhsc.state.tx.us
830-258-5211

HHSC BUYER:
Nicole Smith
Nicole.Smith1@hhs.texas.gov

VENDOR:
ODP BUSINESS SOLUTIONS LLC
Richard Merten
(832) 477-6118
stateoftexas@odpbusiness.com

FY24
OMNIA GPO and HHS Contract #HHS000840200001

OMNIA GPO and ODP Contract # R190303

PURCHASING METHOD: EX-0
Purchase made under the Authority of Texas Government Code 2155.1441 for Health Care Purchasing including group purchasing programs.

FY24 Funding

Invoice per 34 TAC §20.487, amended effective May 1, 2022

Requisition #258580

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	Uncaged Ergonomics 20x34" Anti Fatigue Mat Sit Stand Up Standing Desk Garage Workshop Kitchen Comfort Cushion Floor Mat Item # 9722718						
					Schedule Total	\$59.99	
					Item Total for Line 1	\$59.99	
2-1	JAM PAPER #3 Coin Business Colored Envelopes, 2 1/2 x 4 1/4, Brown Kraft Manila, 25/Pack Item # 238291,	310-06	25.00	PCK	4.99000	\$124.75	04/24/2024
					Schedule Total	\$124.75	
					Item Total for Line 2	\$124.75	
3-1	Office Depot® Brand Dual-Powered Pencil Sharpener, Assorted Colors Item # 406210	605-60	5.00	EA	12.49000	\$62.45	04/24/2024
					Schedule Total	\$62.45	
					Item Total for Line 3	\$62.45	
4-1	Scotch® TL902A Thermal Laminator Combo Pack w/ Pouches Item # 107188,	665-42	1.00	BDL	48.69000	\$48.69	04/24/2024
					Schedule Total	\$48.69	
					Item Total for Line 4	\$48.69	
Total PO Amount						\$295.88	

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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



04/19/2024