

Department of State Health Services

Purchase Order

Dispatch via Print

Payment Terms Net 30	Freight Terms Prepaid & Allow	Ship Via BEST WAY	Purchase Order HHSTX-4-0000346700
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 05/15/24
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision 1905 - Arlington:1301 S Bowen Rd HEALTH & HUMAN SERVICES COMMISSION 1301 S Bowen Rd Ste 200 Arlington TX 76013 United States
			Page 1

Vendor: 1271473094 7
SHEREE KIRSCH
DBA WHATEVER!PROMO AGENCY
1508 CHRETIEN POINT DR
MANSFIELD TX 760633803
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: Torres, Joseph Ryan

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: 14-22 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

Estimate/Quote: 1174

AGENCY CONTACT:
Samuel Savala
817-264-4502
samuel.savala@dshs.texas.gov

Ship to Attn: Savala, Samuel J

HHSC BUYER:
Joseph Torres, CTCD, CTCM
512-406-2413
Joseph.Torres@HHS.Texas.Gov

VENDOR:
Whatever! Promo Agency
1508 Chretien Point Dr
Mansfield, TX 76063 US
Sheree Kirsch
817-691-4614
sheree@whateverpromo.com

PURCHASING METHOD: SP/E
Not to Exceed \$5,000.00

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
Please follow the Texas Comptroller's Invoicing standards as seen below.
Include PO Number on invoices, bills, receipts, bill lading, packing slips, and back order.
(a) To receive payment, a contractor must submit an invoice to the State Agency receiving the goods or services.
The invoice should include, but is not limited to including:
(1) the contractor's mailing and e-mail (if applicable) address;
(2) the contractor's telephone number;
(3) the name and telephone number of a person designated by the contractor to answer questions regarding the invoice;

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- (4) the state agency's name, agency number, delivery address;
- (5) the state agency's purchase order number, if applicable;
- (6) the contract number or other reference number, if applicable;
- (7) a valid Texas identification number (TIN) issued by the Comptroller;
- (8) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (9) unit numbers corresponding to the amount of the invoice;
- (10) if submitting an invoice after receiving an assignment of a contract, the TIN of the original contractor and the TIN of the successor vendor;
- (11) other relevant information supporting and explaining the payment requested.

Requisition#: 537-262491

1-1	FULLERTON SGC STYLUS PEN Blue with Black imprint. Item # 7299	620-80	500.00	EA	.71000	\$355.00	05/29/2024
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Schedule Total \$355.00

Item Total for Line 1 \$355.00

2-1	Post-it® Notes item # PD46P-25	620-80	250.00	EA	.81000	\$202.50	05/29/2024
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Schedule Total \$202.50

imprinted with DSHS logo.

Item Total for Line 2 \$202.50

3-1	Care Kit item # 3515	620-80	500.00	EA	1.29000	\$645.00	05/29/2024
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Schedule Total \$645.00

imprinted with DSHS logo.

Item Total for Line 3 \$645.00

4-1	3 BUBBLE TRIANGLE PUSH POP KEYCHAIN item # KCPP002	620-80	250.00	EA	1.11000	\$277.50	06/12/2024
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					Schedule Total	\$277.50	
	imprinted with DSHS logo				Item Total for Line 4	\$277.50	
5-1	(sticker) SECLUSION WEBCAM item # AA-9DD	620-80	250.00	EA	1.07000	\$267.50	05/29/2024
					Schedule Total	\$267.50	
					Item Total for Line 5	\$267.50	
6-1	shipping and handling	915-57	1.00	EA	210.58000	\$210.58	05/29/2024
					Schedule Total	\$210.58	
					Item Total for Line 6	\$210.58	
Total PO Amount						\$1,958.08	

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

Joseph Torres, CTCD

05/15/2024