



Sales Tax Exemption

The Texas A&M University System Offices are exempt from state and municipal sales taxes under Chapter 20 Title 122A, revised Civil Statutes of Texas, for all purchases made for the exclusive use of The Texas A&M University System.

The laws of the State of Texas shall govern this Purchase Order.

| Purchase Order | | |
|---|------------------------|---------------------------|
| Purchase Order Date | PO/Reference No. | Revision No. |
| Dec 1, 2017 | AB0338416 | 0 |
| Contact instructions for questions regarding this Purchase Order: If Buyer Contact information is listed below, please contact the Buyer. If not, please contact the Customer. | | |
| Buyer Contact: | | |
| Buyer | Buyer Email | Buyer Phone Number |
| pma - Allison, Patty | pallison@tamus.edu | 979.458.6088 |
| Customer Contact: | | |
| Name: | Sharon Kovar | |
| Email: | sharon-kovar@tamus.edu | |
| Phone: | +1 979-458-7024 | |

Order acceptance instructions:

Vendor guarantees that the products delivered or the services performed as a result of the Purchase Order will meet or exceed all specifications herein. Any exceptions to the pricing or the description contained herein must be approved by the Texas A&M University System's Department of Purchasing Services prior to shipping.

| Supplier Information | | Delivery Information | |
|--------------------------|---|--------------------------------------|----------------------------------|
| Supplier Name | HBI OFFICE SOLUTIONS INC | Delivery Address | |
| Address | 308 HWY 75 NORTH STE B HUNTSVILLE, TX 77320 US | TAMUS Member: | 01-Texas A&M System Offices (01) |
| Phone | +1 936-295-4592 | Attn: | Brett McCully |
| Fax | +1 936-295-5264 | TAMU Zachry Bldg Renovation-Bldg 125 | |
| FOB / FREIGHT | Destination | Project | 2-3155 |
| Pre-Pay & Add | No | 125 Spence St | |
| Payment Terms | 0, Net 30 | College Station, TX 77840 | |
| Contract Number - Header | TXMAS Contract 15-71012 | United States | |
| Contract Number - Line | no value | Delivery Information | |
| Quote number | 18693 | Required Delivery Date | |
| | | Ship Via | Best Carrier-Best Way |

| Notes to Supplier | | | |
|--|-----|-------------------------------------|---|
| Shipping Instructions | | | |
| Note to Supplier | | | |
| All items are for FPC Project 02-3155 Zachary Engineering Education Center. | | | |
| Communicate delivery and install with TAMU System contact: Cathy Swanteson, Ph: 979-458-7077, Email: cswanteson@tamus.edu. | | | |
| Attachments for supplier | | | |
| Revised quote 186... | | | |
| TAMUS Standard Te... | | | |
| PO Clauses | | | |
| Header | 001 | No Collect Freight Charges Accepted | Neither COD nor "Collect" freight or handling charges will be accepted. |
| | 113 | FOB-DEST/FRT-PP&ALLOW | FOB Destination, Freight Prepaid and Allowed |
| | 405 | TAMUS Standard Terms | This Purchase Order shall reference the attached TAMUS Standard Terms and Conditions (Exhibit B). |

| Line No. | Product Description | Catalog No. | Size / Packaging | Unit Price | Quantity | Ext. Price |
|----------|---|-------------|------------------|---------------|----------|---------------|
| 1 of 2 | Allemuir Lounge furnishings per details and specifications on attached revised quote 18693. This purchase is per TXMAS contract # 15-71012 and shall also reference TxSmartbuy PO # 18044016. One lot price also includes TXMAS admin fee noted on quote. | . | LO | 30,942.41 USD | 1 LO | 30,942.41 USD |
| 2 of 2 | Installation to receive, inspect, deliver, assemble, install and set in place all items. Reference Attachment A for delivery and install instructions. | . | LO | 2,675.00 USD | 1 LO | 2,675.00 USD |
| Total | | | | | | 33,617.41 USD |

| Billing Information | Billing Address |
|---|--|
| To assure timely payment please e-mail invoices to the email provided in the bill to address. If the invoice is sent via email, please do not send a duplicate copy through the mail. Only if email is not an option then submit invoices to the billing address indicated in the "Billing Address" section. To inquire about electronic invoicing via cXML, CSV or PO flip through the supplier portal, e-mail abvendorhelp@tamus.edu. | Texas A&M System Offices-Brett McCully |
| Invoice must include the PO/Reference number shown above. | ***Do Not Mail Invoices*** |
| | Engineering_Education_Complex.02.18_PO_Payments@docs.e-builder.net |
| | ***Invoice via email only*** |
| | College Station, TX 77840 |
| | United States |