



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 4, 2017	AB0338735	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: STAPLES	Delivery Address
Address:	TAMUS Member: 01-Texas A&M System Offices (01)
FOB / FREIGHT: Destination	Attn: Randy Wipke
Pre-Pay & Add: No	TAMU McAllen Multipurpose Bldg
Payment Terms: 0, Net 30	Project: 2-3212
Contract Number - Header: no value	6200 Tres Lagos Blvd
Contract Number - Line: no value	McAllen, TX 78504
Quote number: 0005618471	United States
	Delivery Information
	Required Delivery Date
	Ship Via: Best Carrier-Best Way

Notes to Supplier	
Shipping Instructions	
Note to Supplier	All items are for FPC Project 02-3212 McAllen Multipurpose Academic Building.
	Communicate delivery and install with TAMUS-FPC Contacts: Rebecca Hupp, PBK contact: 210-829-0123, Rebecca.Hupp@pbk.com.
	Chris Majors, Construction Project Manager, on-site FPC contact: 361-658-2110, cmajors@agcm.cc. Attachment A shows projected delivery and install dates. A more specific date will be communicated by Interior Designer Rebecca Hupp.
	Reference TAMUS Standard Terms_C.
Attachments for supplier	
Funishings Attach...	
TAMUS Standard Te...	
Staples response ...	
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	Emeco 24" STOL24 Aluminum Barstool for the TAMU McAllen Multipurpose Academic Facility. Reference attached quote 0005618471, dated 11/20/17. One lot price is for quantity 52 stools.	.	LO	13,936.00 USD	1 LO	13,936.00 USD
2 of 2	Freight and installation. Reference Attachment A for details and instructions.	.	LO	1,450.00 USD	1 LO	1,450.00 USD
Total						15,386.00 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@tamu.edu.	Texas A&M System Offices-Randy Wipke
Invoice must include the PO/Reference number shown above.	***Do Not Mail Invoices***
	McAllen_Multipurpose_Academic_Facility.02.18_PO_Payments@docs.e-builder.net
	Invoice via email only
	College Station, TX 77840
	United States