



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.
Jan 31, 2018	AB0346555	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	NAVAJO OFFICE PRODUCTS LLC	Delivery Address	
Address	1200 S TAYLOR ST AMARILLO, TX 79101 US	TAMUS Member:	01-Texas A&M System Offices (01)
Phone	+1 806-220-2512	Attn:	Randy Wipke
FOB / FREIGHT	Destination	WTAMU Ag Sciences Complex	
Pre-Pay & Add	No	Project	18-3199
Payment Terms	0, Net 30	600 WTAMU Dr	
Contract Number - Header	NIPA R142205, NCPA 07-47 + others	Canyon, TX 79015	
Contract Number - Line	no value	United States	
Quote number		Delivery Information	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

Notes to Supplier	
Shipping Instructions	
Note to Supplier	This purchase is per multiple contracts. See contract referenced in each line item. All items are for the FPC Project 18-3199 Agricultural Sciences Complex currently under construction at West Texas A&M University in Canyon, TX. The estimated delivery and install time-frame is Monday- Friday, July 26 – August 10, 2018, 8 am – 5 pm. Vendor shall communicate with Kirksey contact: Nicole Davis, Ph: 713.426.7472, Email: nicole@kirksey.com OR Emily Winters, also with Kirksey: 713.426.7446, emilyw@kirksey.com and On-site Project Control Construction Project Manager: Steven Hill, Ph: 806.576.7599, Email: shill@projectcontrol.com to coordinate delivery and install of all items as well as to obtain specific delivery and install schedule. Reference PO no. on all invoices. Make certain invoice is referenced correctly & sent to the email address noted in the BILL TO section of this PO.
Attachments for supplier	
Officewise - Herm...	
Furnishings Attac...	
TAMUS Standard Te...	
PO Clauses	
Header	001 No Collect Freight Charges Accepted Neither COD nor "Collect" freight or handling charges will be accepted.
	114 FOB-DEST/FRT-PP&ADD FOB Destination, Freight Prepaid and Added
	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 11	Bernhardt furnishings per details and specifications on attached quote. This purchase is per the NCPA Contract # 014-00.	.	LO	15,677.95 USD	1 LO	15,677.95 USD
2 of 11	Bright Chair furnishings per details and specifications on attached quote. This purchase is per the NCPA Contract # 014-01.	.	LO	5,636.65 USD	1 LO	5,636.65 USD
3 of 11	Davis furnishings per details and specifications on attached quote. This purchase is per the NCPA Contract # 07-51	.	LO	2,917.44 USD	1 LO	2,917.44 USD
4 of 11	Geiger furnishings per details and specifications on attached quote. This purchase is per the US Communities Contract # AG0607.	.	LO	41,536.80 USD	1 LO	41,536.80 USD

5 of 11	Herman Miller furnishings per details and specifications on attached quote. This purchase is per the US Communities Contract AG0607.	.	LO	8,111.68 USD	1 LO	8,111.68 USD
6 of 11	Hightower furnishings per details and specifications on attached quote. This purchase is per the E&I Contract CNR01280.	.	LO	5,709.85 USD	1 LO	5,709.85 USD
7 of 11	Sit On It furnishings per details and specifications on attached quote. This purchase is per the NIPA Contract R142205.	.	LO	123,664.20 USD	1 LO	123,664.20 USD
8 of 11	Source International furnishings per details and specifications on attached quote. This purchase is per the NCPA Contract # 07-045.	.	LO	12,619.20 USD	1 LO	12,619.20 USD
9 of 11	Versteel furnishings per details and specifications on attached quote. This purchase is per the NCPA Contract # 07-47.	.	LO	129,907.92 USD	1 LO	129,907.92 USD
10 of 11	Watson furnishings per details and specifications on attached quote. This purchase is per the NCPA Contract # 07-48.	.	LO	24,026.60 USD	1 LO	24,026.60 USD
11 of 11	Installation includes labor to receive, deliver and install during normal business hours. Reference Attachment A for additional delivery and install instructions.	.	LO	13,440.00 USD	1 LO	13,440.00 USD
Total				383,248.29 USD		

Billing Information	Billing Address
<p>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.</p> <p>Invoice must include the PO/Reference number shown above.</p>	<p>Texas A&M System Offices-Russ Wallace</p> <p>***Do Not Mail Invoices***</p> <p>Agricultural_Sciences_Complex.02.18_PO_Payments@docs.e-builder.net</p> <p>***Invoice via email only***</p> <p>College Station, TX 77840</p> <p>United States</p>