



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.
Feb 16, 2018	AB0349573	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	WORKPLACE SOLUTIONS INC	Delivery Address	
Address	2121 SAGE STE 350 HOUSTON, TX 77056 US	TAMUS Member:	01-Texas A&M System Offices (01)
Phone	+1 346-200-5805	Attn:	Cathy Swanteson
FOB / FREIGHT	Destination	TAMU Zachry Bldg Renovation-Bldg 125	
Pre-Pay & Add	No	Project	2-3155
Payment Terms	0, Net 30	125 Spence St	
Contract Number - Header	NATIONAL IPA CONTRACT #R142214	College Station, TX 77840	
Contract Number - Line	no value	United States	
Quote number	301297	Delivery Information	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

Notes to Supplier			
Shipping Instructions			
Note to Supplier			
This purchase is per the NIPA Contract #R142214.			
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.			
Reference Attachment A for delivery and install terms and instructions. An installation schedule with specific dates and times will be communicated and issued by the Interior Designer. Contractor/Vendor will be notified approximately 30 days prior to installation of any delays in building completion.			
Include 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			
PROPOSAL#301297 ~...			
TAMUS Standard Te...			
Attachment A - De...			
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 2	Teknion furnishings per details and specifications on attached proposal # 301297. This purchase is per the NIPA Contract R142214.	.	LO	15,204.36 USD	1 LO	15,204.36 USD
2 of 2	Service to receive, deliver and install. Includes freight. Reference Attachment A for delivery and install details.	.	LO	1,456.50 USD	1 LO	1,456.50 USD
Total						16,660.86 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 abvendorphelp@tamu.edu. Invoice must include the PO/Reference number shown above.	Texas A&M System Offices-Brett McCully ***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

