



### 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.
May 20, 2018	AB0367104	0
<b>Contact instructions for questions regarding this Purchase Order:</b> If Buyer Contact information is listed below, please contact the Buyer. If not, please contact the Customer.		
<b>Buyer Contact:</b>		
<b>Buyer</b>	<b>Buyer Email</b>	<b>Buyer Phone Number</b>
pma - Allison, Patty	pallison@tamus.edu	979.458.6088
<b>Customer Contact:</b>		
Name:	Allison East	
Email:	ALLIEEAST@TAMU.EDU	
Phone:		

### 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	V-QUEST OFFICE MACHINES & SUPPLIES LTD	<b>Delivery Address</b>	
Address	4159 E HWY 29 GEORGETOWN, TX 78674 US	TAMUS Member:	01-Texas A&M System Offices (01)
Phone	+1 512-763-8800	Attn:	Elizabeth Spring - 512.542.7835/Sandra Arispe - 512.542.7841
FOB / FREIGHT	Destination	OSPA State Relations	
Pre-Pay & Add	No	Suite	850
Payment Terms	0, Net 30	1303 San Antonio St	
Contract Number - Header	Spot bid fair award	Austin, TX 78701	
Contract Number - Line	no value	United States	
Quote number	Spot Bid Fair quote 710-18-003	<b>Delivery Information</b>	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

Notes to Supplier			
Shipping Instructions			
Note to Supplier		Award of Spot Bid Fair quote 710-18-003.	
		Communicate delivery with Sandra Arispe, Ph: 512.542.7841, Email: sarispe@tamus.edu.	
		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			
710-18-003 - V-Qu...			
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 25	DURPC1500BKD - AA Batteries, Duracell, Alkaline, 24/pk	.	PK	14.00 USD	1 PK	14.00 USD
2 of 25	DURMN2400B20BSN - AAA Batteries, Duracell, Alkaline, 20/pk	.	PK	15.00 USD	1 PK	15.00 USD
3 of 25	65364 - Binder Clip, Xtra Small, 12/box	.	BX	0.15 USD	2 BX	0.30 USD
4 of 25	36550 - Binder Clip, Small, 12/box	.	BX	0.15 USD	3 BX	0.45 USD
5 of 25	36551 - Binder Clip, Medium, 12/box	.	BX	0.50 USD	4 BX	2.00 USD

6 of 25	36552 - Binder Clip, Large, 12/box	.	BX	1.25 USD	2 BX	2.50 USD
7 of 25	SAN28101 - Sharpie Highlighter - retractable, pocket, chisel tip, 8/pack	.	PK	7.00 USD	4 PK	28.00 USD
8 of 25	72380 - Paper Clips –Acco, #1 Smooth 1000/pk	.	PK	2.50 USD	4 PK	10.00 USD
9 of 25	72580 - Paper Clips – Acco, Jumbo, 100/box	.	PK	6.50 USD	4 PK	26.00 USD
10 of 25	1735790 - Sharpie Permanent Markers, Ultra Fine Point, Blk, retractable, 12/box	.	BX	17.50 USD	4 BX	70.00 USD
11 of 25	32701 - Sharpie Permanent Markers, Fine Point, Blk, retractable, 12/box	.	BX	17.50 USD	2 BX	35.00 USD
12 of 25	1735791 - Sharpie Permanent Markers, Ultra Fine Point, Red, retractable, 12/box	.	BX	17.50 USD	1 BX	17.50 USD
13 of 25	32702 - Sharpie Permanent Markers, Fine Point, Red, retractable, 12/box	.	BX	17.50 USD	1 BX	17.50 USD
14 of 25	60155 - Uni-ball Roller 0.5 mm Pen, black, 12/box	.	BX	9.00 USD	4 BX	36.00 USD
15 of 25	60153 - Uni-ball Roller 0.5 mm Pen, blue, 12/box	.	BX	9.00 USD	4 BX	36.00 USD
16 of 25	60152 - Uni-ball Roller 0.5 mm Pen, red, 12/box	.	BX	9.00 USD	1 BX	9.00 USD
17 of 25	60101 - Uni-ball Roller 0.7 mm Pen, black, 12/box	.	BX	9.00 USD	3 BX	27.00 USD
18 of 25	60103 - Uni-ball Roller 0.7 mm Pen, blue, 12/box	.	BX	9.00 USD	4 BX	36.00 USD
19 of 25	60102 - Uni-ball Roller 0.7 mm Pen, red, 12/box	.	BX	9.00 USD	1 BX	9.00 USD
20 of 25	ITA99690 - Integra Retractable Gel 0.7 mm Pen, Black, 12/box	.	BX	5.25 USD	1 BX	5.25 USD
21 of 25	ITA99691 - Integra Retractable Gel 0.7 mm Pen, Blue, 12/box	.	BX	5.25 USD	2 BX	10.50 USD
22 of 25	ITA36159 - Integra Retractable Gel 0.7 mm Pen, Red, 12/Box	.	BX	5.25 USD	1 BX	5.25 USD
23 of 25	EC851192 - Copy Paper, 92 Bright, 20 lb, White, 8.5 x 11, 10 Reams/case	.	CS	30.00 USD	3 CS	90.00 USD
24 of 25	HAM162016 - Copy Paper, 92 Bright, 20 lb, White, 8.5 x 14, 10 Reams/case	.	CS	50.00 USD	3 CS	150.00 USD
25 of 25	BSN36592 - Copy Paper, 92 Bright, 20 lb, White, 8.5 x 11, 3-Hole, 10 Reams/case	.	CS	45.00 USD	3 CS	135.00 USD
Total						<b>787.25 USD</b>

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&amp;M University System</p> <p>Attn:</p> <p>***Do Not Mail Invoices***</p> <p>Email invoices to systemvouchers@tamus.edu</p> <p>301 Tarrow RM 345</p> <p>College Station, TX 77840</p> <p>United States</p>