



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 24, 2018	AB0368234	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 Address Phone FOB / FREIGHT Pre-Pay & Add Payment Terms Contract Number - Header Contract Number - Line Quote number	Delivery Address TAMUS Member: Attn: WTAMU Ag Sciences Complex Project 600 WTAMU Dr Canyon, TX 79015 United States Delivery Information Required Delivery Date Ship Via
NAVAJO OFFICE PRODUCTS LLC 1200 S TAYLOR ST AMARILLO, TX 79101 US +1 806-331-1658 Destination No 0, Net 30 TCPN R142208 & NIPA CDA # 30000409 <i>no value</i>	01-Texas A&M System Offices (01) Matt Henley - 830.703.9088 / Steven Hill - 806.576.7599 18-3199 Best Carrier-Best Way

Notes to Supplier	
Shipping Instructions Note to Supplier	TCPN R142208 & NIPA CDA # 30000409 contracts. 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: nicoled@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 Quote ... TAMUS Standard Te... Attachment A furn...	
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	Furnishings - Dean's Suite(Donor funded) per details and specifications on the attached quote marked Donor Furniture, dated 5/3/18. Reference quote and room plan for specific furniture locations.	.	LO	26,542.64 USD	1 LO	26,542.64 USD
2 of 2	Freight , delivery and installaton - Reference Attachment A for details and instructions for delivery and install.	.	LO	2,750.32 USD	1 LO	2,750.32 USD
Total						29,292.96 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. Invoice must include the PO/Reference number shown above.	Texas A&M System Offices-Russ Wallace ***Do Not Mail Invoices*** Agricultural_Sciences_Complex.02.18_PO_Payments@docs.e-builder.net ***Invoice via email only*** College Station, TX 77840 United States