



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 4, 2019	AB0417773	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
<i>no value</i>	<i>no value</i>	<i>no value</i>
Customer Contact:		
Name:	Lona Reynolds	
Email:	LONA-REYNOLDS@TAMUS.EDU	
Phone:	+1 979-458-6095	

Order acceptance instructions:

Vendor guarantees that the products delivered or the services performed as a result of this 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	TEJAS OFFICE PRODUCTS INC	Delivery Address	
Address	1225 W 20TH STREET HOUSTON, TX 770083315 US	TAMUS Member:	01-Texas A&M System Offices (01)
Phone	+1 713-864-6004	Attn:	SANDRA MARSHALL
FOB / FREIGHT	Destination	Office of Board of Regents	
Pre-Pay & Add	No	MSC	
Payment Terms	1% 10, Net 30	Suite	L500
Contract Number - Header	<i>no value</i>	1123 TAMU	
Contract Number - Line	<i>no value</i>	College Station, TX 77843-1123	
Quote number		United States	
		Delivery Information	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

Notes to Supplier

PO Clauses

Header 001 No Collect Freight Charges Neither COD nor "Collect" freight or handling charges will be accepted.
Accepted

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 2	Staples Heavy-Duty View Binder with D Rings, Gray, 350 Sheet Capacity, 1-1/2" Ring	976037	EA	8.23 USD	14 EA	115.22 USD
	Supplier Part Auxiliary ID					
		Manufacturer Name	Avery Products Corporation			
		Manufacturer Part ID	26342			
2 of 2	Avery Heavy-Duty Nonstick View Binder, 1-1/2" One Touch Slant Rings, 375 Sheet Capacity, DuraHinge, White (05404)	520254	EA	6.70 USD	14 EA	93.80 USD
	Supplier Part Auxiliary ID	520254				
		Manufacturer Name	Avery Products Corporation			
		Manufacturer Part ID	05404			
Total						209.02 USD

Billing Information

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 abvendedorhelp@tamu.edu.
Invoice must include the PO/Reference number shown above.

Billing Address

Texas A&M University System
 Do Not Mail Invoices
 Email invoices to systemvouchers@tamus.edu
 301 Tarrow RM 345
 College Station, TX 77840
 United States