



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.
Mar 4, 2019	AB0432532	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 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	LANDSCAPE FORMS INC	Delivery Address	
Address	7800 E MICHIGAN AVE KALAMAZOO, MI 490489543 US	TAMUS Member:	01-Texas A&M System Offices (01)
FOB / FREIGHT	Destination	Attn:	*** SEE SUPPLIER NOTES FOR CORRECT SHIP TO ADDRESS ***
Pre-Pay & Add	No	TAMU West Campus Support Bldg	
Payment Terms	0, Net 30	Project	02-3177
Contract Number - Header	NCPA 07-53	667 West Campus Blvd	
Contract Number - Line	<i>no value</i>	College Station, TX 77843	
Quote number	0000269860	United States	
		Delivery Information	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

Notes to Supplier

Shipping Instructions

Note to Supplier

This purchase is per the NCPA 07-53 contract.

*** IGNORE THE DELIVERY ADDRESS PRINTED ABOVE AND DELIVER INSTEAD TO ***

Texas A&M University
 White Creek Community Center
 ATTN: Melissa McConnell
 TAMU Building #1593
 667 West Campus Blvd
 College Station, TX 77843

Please communicate delivery with Melissa McConnell , Facilities Coordinator, Department of Residence Life, ph: 979.862.3150, Email: melissa_mcconnell@housing.tamu.edu.

**Communicate specific delivery also with the receiving and installing vendor:

HBI OFFICE SOLUTIONS
 ATTN: DARREL GRIEBEL
 PH: 936-661-0426
 EMAIL: DARREL@HBI-INC.COM

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

TAMUS Standard Te...
 Landscape forms q...

PO Clauses

Header	001	No Collect Freight Charges	Neither COD nor "Collect" freight or handling charges will be accepted.
		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	Outdoor furniture per details and specifications on attached Quote #0000269860, dated 2/26/19.	.	LO	62,501.35 USD	1 LO	62,501.35 USD
2 of 2	Shipping and Handling - this purchase does not include installation.	.	LO	6,260.00 USD	1 LO	6,260.00 USD
Total						68,761.35 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-Brett McCully</p> <p>***Do Not Mail Invoices***</p> <p>West_Campus_Support_Building.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>