

Revised Purchase Order



Purchase Order			
Purchase Order Date	PO/Reference No.	Revision No.	Revision Date
Aug 7, 2019	AB0471076	1	Aug 28, 2019
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:	Linda West-Stevermer		
Email:	LSTEVMER@TAMUS.EDU		
Phone:			

Sales Tax Exemption

Texas A&M University is 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 Texas A&M.

The laws of the State of Texas shall govern this Purchase Order.

Member of the Texas A&M University System.

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:	26-Texas A&M System Shared Service Center (26)
Phone	+1 713-864-6004	Attn:	Linda Stevermer
FOB / FREIGHT	Destination	Business Computing Services	
Pre-Pay & Add	No	Moore/Connally Bldg	
Payment Terms	1% 10, Net 30	Room	304
Contract Number - Header	<i>no value</i>	301 Tarrow St	
Contract Number - Line	<i>no value</i>	College Station, TX 77840-7896	
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 Accepted	Neither COD nor "Collect" freight or handling charges will be accepted.
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Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 7	Kleenex Boutique Standard Facial Tissues, 2-Ply, 95 Sheets/Box, 6/Pack (21271)	826830	PK	9.37 USD	1 PK	9.37 USD
	Supplier Part Auxiliary ID	826830				
		Manufacturer Name	KIMBERLY CLARK GLOBAL SALES LLC			
		Manufacturer Part ID	21271			
2 of 7	Scotch-Brite Non-Scratch Scrub Sponge, Blue, 3/Pack (MP-3-8-D)	395579	PK	2.72 USD	1 PK	2.72 USD
	Supplier Part Auxiliary ID	395579				
		Manufacturer Name	3M Corporation			
		Manufacturer Part ID	MP38D/MP3			

3 of 7	Post-it Pop-up Notes, 3" x 3" Jaipur Collection, 100 Sheets/Pad, 12 Pads/Pack (R330-12AU)	501738	PK	13.70 USD	6 PK	82.20 USD
	Supplier Part Auxiliary ID 501738					
			Manufacturer Name	3M Corporation		
		Manufacturer Part ID	R33012AU			
4 of 7	Post-it Pop-up Notes, 3" x 3" Cape Town Collection, 90 Sheets/Pad, 12 Pads/Pack (R330-N-ALT)	599337	PK	16.45 USD	6 PK	98.70 USD
	Supplier Part Auxiliary ID 599337					
			Manufacturer Name	3M Corporation		
		Manufacturer Part ID	R330NALT			
5 of 7	Pendaflex Hanging File Folder Tabs, 1/5-Cut, Clear, 25/Pack (PFX 42 CR)	896475	PK	1.83 USD	1 PK	1.83 USD
	Supplier Part Auxiliary ID 896475					
			Manufacturer Name	ESSELTE AMERICA		
		Manufacturer Part ID	42			
6 of 7	Staples Hanging Folder Tab Inserts, 2", White, 100/Pack (117762)	117762	PK	1.53 USD	1 PK	1.53 USD
	Supplier Part Auxiliary ID 117762					
			Manufacturer Name	ESSELTE AMERICA		
		Manufacturer Part ID	117762			
7 of 7	Moleskine Classic Notebook, Large, 5" x 8.25", College Ruled, 96 Sheets, Black (701122)	401609	EA	18.30 USD	1 EA	18.30 USD
	Supplier Part Auxiliary ID 401609					
			Manufacturer Name	HACHETTE BOOK GROUP		
		Manufacturer Part ID	701122			
Total					214.65 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. Invoice must include the PO/Reference number shown above.</p>	<p>TAMUS Shared Service Center- Accounts Payable ***Do Not Mail Invoices*** Email invoices to systemvouchers@tamus.edu 301 Tarrow RM 345 College Station, TX 77840 United States</p>