

Revised Purchase Order**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.

| Purchase Order | | | |
|---|--------------------|---------------------------|--------------------|
| Purchase Order Date | PO/Reference No. | Revision No. | Revision Date |
| Aug 19, 2019 | AB0474078 | 1 | Sep 3, 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: | | | |

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. |
|--------|-----|-------------------------------------|---|

| Line No. | Product Description | Catalog No. | Size / Packaging | Unit Price | Quantity | Ext. Price |
|----------|---|----------------------|------------------|------------|----------|------------|
| 1 of 6 | Post-it Pop-up Notes, 3" x 3" Jaipur Collection, 100 Sheets/Pad, 12 Pads/Pack (R330-12AU) | 501738 | PK | 13.70 USD | 3 PK | 41.10 USD |
| | Supplier Part Auxiliary ID | 501738 | | | | |
| | | Manufacturer Name | 3M Corporation | | | |
| | | Manufacturer Part ID | R33012AU | | | |
| 2 of 6 | HP 26A Black Toner Cartridge (CF226A) | 1847331 | EA | 105.28 USD | 1 EA | 105.28 USD |
| | Supplier Part Auxiliary ID | 1847331 | | | | |
| | | Manufacturer Name | HEWLETT PACKARD | | | |
| | | Manufacturer Part ID | CF226A | | | |

| | | | | | | |
|--------|--|----------------------|-----------------|-----------|-------|-------------------|
| 3 of 6 | BIC Round Stic Xtra Life Ballpoint Pens, Medium Point (1.0mm), Black, Dozen (GSM11BK) | 123372 | DZN | 1.07 USD | 3 DZN | 3.21 USD |
| | Supplier Part Auxiliary ID | 123372 | | | | |
| | | Manufacturer Name | BIC CORPORATION | | | |
| | | Manufacturer Part ID | 20119/GSM11BK | | | |
| 4 of 6 | Paper Mate Flair Felt-Tip Pens, Medium Point, Purple 12/pk (8450152) | PAP8450152 | DZN | 12.18 USD | 2 DZN | 24.36 USD |
| | Supplier Part Auxiliary ID | 034273 | | | | |
| | | Manufacturer Name | Essendant | | | |
| | | Manufacturer Part ID | PAP8450152 | | | |
| 5 of 6 | BIC Round Stic Grip Xtra Comfort Ballpoint Pens, Medium Point, Purple Ink, Dozen (16736-0) | 612668 | DZN | 1.94 USD | 3 DZN | 5.82 USD |
| | Supplier Part Auxiliary ID | 612668 | | | | |
| | | Manufacturer Name | BIC CORPORATION | | | |
| | | Manufacturer Part ID | 167360 | | | |
| 6 of 6 | 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 | 3 PK | 49.35 USD |
| | Supplier Part Auxiliary ID | 599337 | | | | |
| | | Manufacturer Name | 3M Corporation | | | |
| | | Manufacturer Part ID | R330NALT | | | |
| Total | | | | | | 229.12 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 abvendorhelp@tamu.edu. Invoice must include the PO/Reference number shown above.

Billing Address

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