

Revised Purchase Order



Purchase Order			
Purchase Order Date	PO/Reference No.	Revision No.	Revision Date
Dec 10, 2019	AB0504761	1	Dec 22, 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:	LSTEVERMER@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:	
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 10	Lightweight Hand Letter Opener with Steel Handle	UNV31750	EA	2.36 USD	1 EA	2.36 USD
	Supplier Part Auxiliary ID					
		Manufacturer Name	Essendant			
		Manufacturer Part ID	UNV31750			

2 of 10	2020 AT-A-GLANCE 3 1/2" x 6" Daily Loose-Leaf Desk Calendar Refill, 12 Months, January Start (E717-50-20)	24385090	EA	7.62 USD	1 EA	7.62 USD
Supplier Part Auxiliary ID		24385090				
		Manufacturer Name	ACCO BRANDS USA LLC			
		Manufacturer Part ID	E7175020			
3 of 10	Staples 1.25" Binder Clips, Medium, Black, 24/Pack (10668-CC)	831602	PK	1.71 USD	4 PK	6.84 USD
Supplier Part Auxiliary ID		831602				
		Manufacturer Name	STAPLES BRANDS GROUP			
		Manufacturer Part ID	10668CC			
4 of 10	2020 AT-A-GLANCE 24" x 12" 3-Month Horizontal Wall Calendar QuickNotes (PM15-28-20)	24390841	EA	19.56 USD	1 EA	19.56 USD
Supplier Part Auxiliary ID						
		Manufacturer Name	ACCO BRANDS USA LLC			
		Manufacturer Part ID	PM152820			
5 of 10	2020 AT-A-GLANCE 9" x 11" Contemporary Monthly Planner, 12 Months, January Start, Black (70-260X-05-20)	24385093	EA	30.89 USD	1 EA	30.89 USD
Supplier Part Auxiliary ID						
		Manufacturer Name	ACCO BRANDS USA LLC			
		Manufacturer Part ID	70260X0520			
6 of 10	Cambridge Limited Professional Notebook, Wide Ruled, 80 Sheets, Black (06672)	599758	EA	5.03 USD	1 EA	5.03 USD
Supplier Part Auxiliary ID		599758				
		Manufacturer Name	Acco..			
		Manufacturer Part ID	06672			
7 of 10	2020 AT-A-GLANCE 15 1/2" x 22 3/4" 3-Month Wall Calendar (PM6-28-20)	24345859	EA	26.05 USD	1 EA	26.05 USD
Supplier Part Auxiliary ID						
		Manufacturer Name	ACCO BRANDS USA LLC			
		Manufacturer Part ID	PM62820			
8 of 10	Pilot EasyTouch Retractable Ballpoint Pens, Medium Point, Blue Ink, Dozen (32221)	485668	DZN	7.62 USD	3 DZN	22.86 USD
Supplier Part Auxiliary ID		485668				
		Manufacturer Name	PILOT CORP			
		Manufacturer Part ID	32221			
9 of 10	BIC Wite-Out EZ Correct Correction Tape, White, 4/Pack (50589)	385550	PK	5.30 USD	2 PK	10.60 USD

	Supplier Part Auxiliary ID	385550				
		Manufacturer Name	BIC CORPORATION			
		Manufacturer Part ID	50589			
10 of 10	2020 AT-A-GLANCE 7" x 8-3/4" Weekly Appointment Book/Planner, Black (70-865-05-20)	24390538	EA	25.22 USD	1 EA	25.22 USD
	Supplier Part Auxiliary ID					
		Manufacturer Name	ACCO BRANDS USA LLC			
		Manufacturer Part ID	708650520			
Total						157.03 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>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>