

## Revised Purchase Order



### 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.	Revision Date
Nov 3, 2020	AB0577164	1	Nov 13, 2020
<b>Contact instructions for questions regarding this Purchase Order:</b> If Buyer Contact information is listed below, please contact the Buyer. If not, please contact the Customer.			
<b>Buyer Contact:</b>			
<b>Buyer</b>	<b>Buyer Email</b>	<b>Buyer Phone Number</b>	
pma - Allison, Patty	pallison@tamus.edu	979.458.6088	
<b>Customer Contact:</b>			
Name:	Sandra Marshall		
Email:	SMARSHALL@TAMUS.EDU		
Phone:	+1 979-845-9600		

### 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	<b>Delivery Address</b>	
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	no value	1123 TAMU	
Contract Number - Line	no value	College Station, TX 77843-1123	
Quote number	punchout order	United States	
		<b>Delivery Information</b>	
		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
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Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 1	Staples Heavy Duty 2" 3-Ring View Binders, Gray (56330-CC/26351)	976041	EA	10.21 USD	10 EA	102.10 USD
Supplier Part Auxiliary ID		976041				
		Manufacturer Name	STAPLES BRANDS GROUP			
		Manufacturer Part ID	56330CC/26351			
Total						102.10 USD

Billing Information	Billing Address
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@tam.u.edu. Invoice must include the PO/Reference number shown above.	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