



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.
Nov 10, 2020	AB0578983	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	HBI OFFICE SOLUTIONS INC	Delivery Address	
Address	308 HWY 75 NORTH STE B HUNTSVILLE, TX 77320 US	TAMUS Member:	01-Texas A&M System Offices (01)
Phone	+1 936-295-4592	Attn:	Holly Hawryluk - 979.229.8666 / Joaquin Abrego - 210.829.0123
Fax	+1 936-295-5264	TAMU-Peterson Bldg Renovation	
FOB / FREIGHT	Destination	Project	2-3278
Pre-Pay & Add	No	435 Nagle St	
Payment Terms	0, Net 30	College Station, TX 77843	
Contract Number - Header	E&I Contract CNR01146 & NCPA 07-37	United States	
Contract Number - Line	<i>no value</i>	Delivery Information	
Quote number	22722; 22946	Required Delivery Date	Apr 5, 2021
		Ship Via	Best Carrier-Best Way

Notes to Supplier

Shipping Instructions

Note to Supplier

This purchase is per the E&I Contract CNR01146 (Steelcase & Coalesse) and the NCPA Contract 07-37 (Magnuson).

All items are for FPC Project 02-3278 Peterson Bldg. Renovation currently under construction on the Texas A&M University Campus.

Communicate delivery and install with PBK furnishing consultant Joaquin Abrego, Ph: 210.638.7262 or 956.501.0760 or email: joaquin.abrego@PBK.com and/or TAMU System Interior Designer Holly Hawryluk at Ph: 979.229.8666 or email: hhawryluk@tamus.edu.

Reference Attachment A for additional delivery terms and instructions.

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

00_TAMU PETERSON ...
 HBI QUOTE 22722 S...
 HBI QUOTE 22945 M...
 Attachment A Equi...
 TAMUS PO Standard...

PO Clauses

Header	001	No Collect Freight Charges Accepted	Neither COD nor "Collect" freight or handling charges will be 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	Steelcase and Coalesse Furnishings per details and specifications on attached quote 22722 dated 10/09/20.	.	LO	1,440,277.87 USD	1 LO	1,440,277.87 USD
2 of 2	Magnuson Furnishings per details and specifications on attached quote 22946 dated 9/23/20.	.	LO	31,878.80 USD	1 LO	31,878.80 USD
Total						1,472,156.67 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

Texas A&M System Offices-Randy
Wipke
Do Not Mail Invoices
Peterson-Bldg-Renov-PO-Payments@docs.e-builder.net
Invoice via email only
College Station, TX 77840
United States