



## 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.
<b>Jan 7, 2021</b>	<b>AB0589666</b>	<b>0</b>
<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:	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	<b>Delivery Address</b>	
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 - 956.501.0760
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% 0, Net 30	College Station, TX 77843	
Contract Number - Header	<i>no value</i>	United States	
Contract Number - Line	<i>no value</i>	<b>Delivery Information</b>	
Quote number	22948; 22949; 23002	Required Delivery Date	Apr 5, 2021
		Ship Via	Best Carrier-Best Way

## Notes to Supplier

### Shipping Instructions

Note to Supplier

Award of Invitation to Bid FPC-ITB-2714.

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.

All product currently estimated to be delivered and completely installed between April 5th – April 30th, 2021, Monday to Friday, between 8:00 A.M. to 5:00 P.M. 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

HBI quotes 22948\_...

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 8	Waste Basket - T97603362BK, Mfg # FG295600BLA - Rubbermaid 7 gal, black; per quote 22948 and per bid specification for item tag TR.01. One lot price = Qty 168 each @ \$9.98/each.	.	LO	1,676.64 USD	1 LO	1,676.64 USD
2 of 8	Microwave - 1.9 cu. ft. Countertop - Item MS19M8000A: Samsung; per quote 22949 and per bid specification for item tag APP.02. One lot price = Qty 4 each @ \$350.12/each.	.	LO	1,400.48 USD	1 LO	1,400.48 USD
3 of 8	Adjustable Chrome wire shelving - H-2945-72 - Uline - 4 shelf starter unit. Finish: Chrome; per quote 23002 and per bid specification for item tag ALT.06 (S.03). One lot price = Qty 22 each @ \$240/each.	.	LO	5,280.00 USD	1 LO	5,280.00 USD
4 of 8	Brute 50 Gallon Step on Rollout container w/ casters - Item 1971962; per quote 22978 and per bid specification for item tag TR.04. One lot price = Qty. 2 each @ \$256.41/each.	.	LO	512.82 USD	1 LO	512.82 USD
5 of 8	French Door Refrigerator - Item RF261BEAESR: Samsung 26 cu. ft. with Internal Filtered Water Dispenser. Color: Stainless Steel. Per quote 22949 and per bid specification for item tag APP.01. One lot price = Qty. 4 each @ \$1958.91 each.	.	LO	7,835.64 USD	1 LO	7,835.64 USD
6 of 8	Icemaker - Undercounter - Item BIM44GADA: Summit Commercial, color Stainless Steel. Per quote 22949 and per bid specification for item tag APP.03. One lot price = Qty. 4 each @ \$2007.31.	.	LO	8,029.24 USD	1 LO	8,029.24 USD
7 of 8	Freight / Shipping - F.O.B Destination - College Station, TX.	.	LO	0.00 USD	1 LO	0.00 USD
8 of 8	Dealer Services for Delivery and Installation for all items: to include receiving, unpacking, assembly, placement at point of use, removal & disposal of all packing material. Reference Attachment A for additional delivery and install instructions.	.	LO	800.00 USD	1 LO	800.00 USD

Total

25,534.82 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