

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
Apr 8, 2021	AB0610374	1	Apr 20, 2021
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	VELOCITY BUSINESS PROD VELOCITY OFC PRODUCTS DBA	Delivery Address	
Address	335 PENNBRIGHT DR STE 104 HOUSTON, Texas 77090 United States	TAMUS Member:	01-Texas A&M System Offices (01)
Phone	+1 888-867-4210	Attn:	Cathy Swanteson - 979-458-7077 / Claire Oviatt - 770 605 5412
FOB / FREIGHT	Destination	TAMU-West Campus Dining Facility	
Pre-Pay & Add	No	Project	2-3277
Payment Terms	0, Net 30	336 Olsen Blvd	
Contract Number - Header	Choice Partners 18/015KC-07	College Station, TX 77843	
Contract Number - Line	<i>no value</i>	United States	
Quote number		Delivery Information	
		Required Delivery Date	Jul 19, 2021
		Ship Via	Best Carrier-Best Way

Notes to Supplier

Shipping Instructions

Note to Supplier

This purchase is per the Choice Partners' Contract 18/015KC-07.

All items are for TAMUS FPC Project 02-3277 TAMU West Campus Dining Facility currently under construction in College Station.

Communicate delivery and install with TAMU System contact Catherine Swanteson, Email: cswanteson@tamus.edu, Ph: 979.458.7077-office, 979.575.9827-mobile and Lord Aeck Sargent contact Claire Oviatt, Email: coviatt@lordaecksargent.com, Ph: 770 605 5412.

Reference Attachment A for additional delivery and install terms and instructions that includes the current estimated dates for delivery and installation of July 19 – August 6, 2021, between 8:00 A.M. to 5:00 P.M., Monday to Friday.

**** PLEASE NOTE THE DELIVERY ADDRESS ON ATTACHMENT A IS FOR THE DELIVERY DOCK ****

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

West Campus Dinin...
TAMUS PO Standard...
Attachment A Equi...

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 6	Seating Concepts Furnishings per details and specifications on attached quote dated 4/1/21.	.	LO	192,640.32 USD	1 LO	192,640.32 USD
2 of 6	Crating, Packing and Freight	.	LO	20,675.00 USD	1 LO	20,675.00 USD
3 of 6	Dealer Services per quote: Delivery & Installation - to include receiving, unpacking, assembly, placement at point of use, removal & disposal of all packing material. Reference Attachment A for additional delivery / install instructions.	.	LO	19,250.13 USD	1 LO	19,250.13 USD
4 of 6	Change Order 4/19/21: Seating Concepts furnishings for Shaker Smart Cafe per details and specifications on attached quote 85889 dated 4/12/21.	.	LO	44,127.45 USD	1 LO	44,127.45 USD
	External Note Additional furnishings are per the Choice Partners Contract 18/015KC-07.					
5 of 6	Change Order 4/19/21: Crating, Freight & Packaging	.	LO	7,070.32 USD	1 LO	7,070.32 USD
6 of 6	Change Order 4/19/21: Dealer Services per quote: Delivery & Installation - to include receiving, unpacking, assembly, placement at point of use, removal & disposal of all packing material.	.	LO	5,119.77 USD	1 LO	5,119.77 USD
	External Note Reference HUB plan submitted with original PO issuance for subcontracting of installation services.					
Total						288,882.99 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-Brett McCully
Do Not Mail Invoices
West-Campus-Dining-Facility-PO-Payments@docs.e-builder.net
Invoice via email only
College Station, TX 77840
United States