



## 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>Aug 18, 2021</b>	<b>AB0644536</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	BURGOON COMPANY EVCO PARTNERS LP DBA	<b>Delivery Address</b>	
Address	2701 PALMER HWY TEXAS CITY, Texas 77590 United States	TAMUS Member:	01-Texas A&M System Offices (01)
Phone	+1 800-287-4666	Attn:	Monica McCoy - 979.458.7072 / Holly Hawryluk - 979.229.8666
Fax	+1 800-724-0267	TAMU – Innovative Technologies Development Complex	
FOB / FREIGHT	Destination	717 RELLIS Pkwy	
Pre-Pay & Add	No	Bryan, TX 77807	
Payment Terms	0, Net 30	United States	
Contract Number - Header	E&I CNR-01496	<b>Delivery Information</b>	
Contract Number - Line	Burgoon_EandI	Required Delivery Date	Aug 23, 2021
Quote number	21027	Ship Via	Best Carrier-Best Way

## Notes to Supplier

### Shipping Instructions

Note to Supplier

#### \*\*\*\* DELIVERY NOTES \*\*\*

We will require a FedEx BILL OF LADING from Burgoon Company as soon as the shipment has been arranged. We also require that an appointment is set for delivery, as well as a call the day of, to confirm time and location. ITDC does not have a loading dock so depending on the packaging weight/method, a Liftgate may need to be included on the FedEx Truck. Confirm liftgate need prior to arranging shipment with the carrier.

The estimated time-frame for delivery and install is August 23 – 31, 2021. Reference Attachment A for additional delivery instructions.

Communicate closely the delivery information with the TAMU System FPC Contacts are: Monica McCoy, Program Asistant, Ph: 979.458.7072, E: mmccoy@tamus.edu and Holly Hawryluk, Interior Designer, Ph: 979.229.8666, E: hhawryluk@tamus.edu.

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			
Quote 21027.pdf			
TAMUS PO Standard...			
Attachement A - E...			

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 1	Various Tools & Equipment per attached quote 21027 dated August 9, 2021.	.	LO	66,462.41 USD	1 LO	66,462.41 USD
Total					66,462.41 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 vendorhelp@tamu.edu.</p> <p>Invoice must include the PO/Reference number shown above.</p>	<p>Texas A&amp;M System Offices- Randy Wipke</p> <p>***Do Not Mail Invoices***</p> <p>ITDC-PO-Payments@docs.e-builder.net</p> <p>***Invoice via email only***</p> <p>College Station, TX 77840</p> <p>United States</p>