



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.

Revised Purchase Order

Purchase Order			
Purchase Order Date	PO/Reference No.	Revision No.	Revision Date
Sep 10, 2021	AB0650737	1	Sep 25, 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	
<i>no value</i>	<i>no value</i>	<i>no value</i>	
Customer Contact:			
Name:	Cynthia Powers		
Email:	CGRISSO@TAMUS.EDU		
Phone:	+1 202-684-9933		

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	Delivery Address	
Address	1225 W 20TH ST HOUSTON, Texas 770083315 United States	TAMUS Member:	01-Texas A&M System Offices (01)
FOB / FREIGHT	Destination	Attn:	Cindy Grisso
Pre-Pay & Add	No	Office of Federal Relations	
Payment Terms	1% 10, Net 30	Suite	400
Contract Number - Header	<i>no value</i>	1747 Pennsylvania Ave	
Contract Number - Line	<i>no value</i>	Washington, DC 20006	
Quote number		United States	
		Delivery Information	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

Notes to Supplier

PO Clauses			
Header	001	No Collect Freight Charges Accepted	Neither COD nor "Collect" freight or handling charges will be accepted.

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 19	Coastwide Professional 6" x 6" x 4", 32 ECT, Shipping Boxes, 25/Bundle (CW57251)	481787	BD	6.79 USD	1 BD	6.79 USD
	Supplier Part Auxiliary ID	481787				
		Manufacturer Name	SOUTHCOAST PAPER LLC			
		Manufacturer Part ID	CW57251			
2 of 19	Coastwide Professional 8" x 6" x 4", 32 ECT, Shipping Boxes, 25/Bundle (CW57257U)	481792	BD	5.95 USD	1 BD	5.95 USD
	Supplier Part Auxiliary ID	481792				
		Manufacturer Name	SOUTHCOAST PAPER LLC			
		Manufacturer Part ID	CW57257U			
3 of 19	Post-it Super Sticky Pop-up Notes, 3" x 3", Canary Yellow, 90 Sheets/Pad, 12 Pads/Pack (R330-12SSC)	653415	PK	15.14 USD	1 PK	15.14 USD
	Supplier Part Auxiliary ID	653415				
		Manufacturer Name	3M CORPORATION			
		Manufacturer Part ID	R33012SSCY			
4 of 19	Staples One-Touch 3-Hole Punch, 30 Sheet Capacity, Black (26614)	884279	EA	25.53 USD	1 EA	25.53 USD
	Supplier Part Auxiliary ID	884279				
		Manufacturer Name	STAPLES BRANDS GROUP			
		Manufacturer Part ID	26614			
5 of 19	Dr Pepper Original Soda, 12 oz., 24/Carton (78000082166)	652014	CT	10.67 USD	1 CT	10.67 USD
	Supplier Part Auxiliary ID	652014				
		Manufacturer Name	DR PEPPER SNAPPLE GROUP			
		Manufacturer Part ID	78000082166			
6 of 19	Dr Pepper Diet Original Soda, 12 oz., 24/Carton (78000083163)	652015	CT	10.56 USD	1 CT	10.56 USD
	Supplier Part Auxiliary ID	652015				
		Manufacturer Name	DR PEPPER SNAPPLE GROUP			
		Manufacturer Part ID	78000083163			

7 of 19	Coca-Cola Mini Soda, 7.5 Oz., 24/Carton (00049000061017)	2273891	CT	20.14 USD	1 CT	20.14 USD
	Supplier Part Auxiliary ID	2273891				
		Manufacturer Name	COCA COLA ENTER			
		Manufacturer Part ID	00049000061017			
8 of 19	Coca-Cola Mini Diet Coke Soda, 7.5 Oz., 24/Carton (00049000061055)	2273889	CT	20.14 USD	1 CT	20.14 USD
	Supplier Part Auxiliary ID	2273889				
		Manufacturer Name	COCA COLA ENTER			
		Manufacturer Part ID	00049000061055			
9 of 19	Hammermill Premium Laser Print 8.5" x 11" Multipurpose Paper, 32 lbs., 98 Brightness, 500/Ream (104646)	556910	RM	14.36 USD	1 RM	14.36 USD
	Supplier Part Auxiliary ID	556910				
		Manufacturer Name	INTERNATIONAL PAPER			
		Manufacturer Part ID	104646			
10 of 19	Bounty Select-A-Size Paper Towel, 2-Ply, 98 Sheets/Roll, 12 Rolls/Pack (76209)	2847075	PK	37.36 USD	2 PK	74.72 USD
	Supplier Part Auxiliary ID	2847075				
		Manufacturer Name	PROCTER & GAMBLE			
		Manufacturer Part ID	76209/66541			
11 of 19	Green Mountain Breakfast Blend Coffee, Keurig K-Cup Pods, Light Roast, 24/Box (6520)	707196	BX	12.32 USD	2 BX	24.64 USD
	Supplier Part Auxiliary ID	707196				
		Manufacturer Name	GREEN MOUNTAIN COFFEE INC			
		Manufacturer Part ID	5000330085			
12 of 19	Starbucks Caffè Verona Coffee, Keurig K-Cup Pods, Dark Roast, 24/Box (9576)	100580	BX	16.87 USD	2 BX	33.74 USD
	Supplier Part Auxiliary ID	100580				
		Manufacturer Name	LAGASSE BROS IN			
		Manufacturer Part ID	SBK011111160			

13 of 19	Dixie PerfectTouch Insulated Paper Hot Cups, 12 oz., Coffee Haze, 50/Pack (5342CD)	478405	PK	4.94 USD	2 PK	9.88 USD
	Supplier Part Auxiliary ID	478405				
		Manufacturer Name	FORT JAMES CORP DIXIE			
		Manufacturer Part ID	5342CD			
14 of 19	Nestle Pure Life Purified Water, 8 Fl oz., 24/Carton (11476087)	886985	CT	7.44 USD	2 CT	14.88 USD
	Supplier Part Auxiliary ID	886985				
		Manufacturer Name	NESTLE WATERS N			
		Manufacturer Part ID	11476087			
15 of 19	TOPS Legal Notepads, 8.5" x 11.75", Wide, White, 50 Sheets/Pad, 12 Pads/Pack (TOP 7533)	TOP7533	DZN	16.63 USD	1 DZN	16.63 USD
	Supplier Part Auxiliary ID	823291				
		Manufacturer Name	Essendant			
		Manufacturer Part ID	TOP7533			
16 of 19	BIC Brite Liner Stick Highlighter, Chisel Tip, Assorted, 24/Pack (BL241AST)	861425	PK	5.96 USD	1 PK	5.96 USD
	Supplier Part Auxiliary ID	861425				
		Manufacturer Name	BIC CORPORATION			
		Manufacturer Part ID	BL241AST			
17 of 19	Starbucks Pike Place Coffee, Keurig K-Cup, Medium Roast, 24/Box (9572)	100688	BX	16.87 USD	2 BX	33.74 USD
	Supplier Part Auxiliary ID	100688				
		Manufacturer Name	LAGASSE BROS IN			
		Manufacturer Part ID	SBK011111156			
18 of 19	TRU RED 3" x 5" Index Cards, Blank, White, 100/Pack (TR51008)	517524	PK	0.75 USD	1 PK	0.75 USD
	Supplier Part Auxiliary ID	517524				
		Manufacturer Name	STAPLES BRANDS GROUP			
		Manufacturer Part ID	TR51008			

19 of 19	Sharpie Felt Pens, Fine Point, Black Ink, 4/Pack (1742661)	730419	PK	6.18 USD	1 PK	6.18 USD
	Supplier Part Auxiliary ID	730419				
		Manufacturer Name	SANFORD CORP			
		Manufacturer Part ID	1742661			
					Total	350.40 USD

Billing Information
<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>

Billing Address
<p>Texas A&M University System</p> <p>***Do Not Mail Invoices***</p> <p>Email invoices to systemvouchers@tamus.edu</p> <p>301 Tarrow RM 345</p> <p>College Station, TX 77840</p> <p>United States</p>