



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.
Oct 11, 2021	AB0659400	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	NAVAJO OFFICE PRODUCTS LLC	Delivery Address	
Address	1200 S TAYLOR ST AMARILLO, Texas 79101 United States	TAMUS Member:	01-Texas A&M System Offices (01)
Phone	+1 806-331-1658	Attn:	Steven Hill - 806.576.7599 / Jo Lynn Winfrey - 832.405.5224
FOB / FREIGHT	Destination	WTAMU-Amarillo Ctr-Ph III	
Pre-Pay & Add	No	Project	18-3313
Payment Terms	0, Net 30	720 S Tyler	
Contract Number - Header	Omnia: R191803, R191804, R191806, 2020000622; Sourcewell 121919	Amarillo, TX 79101	
Contract Number - Line	<i>no value</i>	United States	
Quote number		Delivery Information	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

Notes to Supplier

Shipping Instructions

Note to Supplier

This purchase is per multiple contracts:
 Sit On It-OMNIA R191803; JSI-OMNIA R191806; Herman Miller-OMNIA 2020000622; KI- Sourcewell 121919; HON-OMNIA R191804

All items are for the TAMUS/FPC Project 18-3313 WTAMU Amarillo Center Phase III currently under construction in Amarillo, TX.

Communicate delivery and install with TAMUS FPC/Project Control, ON-SITE Project Manager, Steve Hill, Ph: 806-576-7599, Email: shill@projectcontrol.com and Project Control Associate Project Manager Jo Lynn Winfrey, Ph: 832-405-5224, Email: j.winfrey@projectcontrol.com.

This PO also references Attachment A for additional delivery and install terms and instructions and contact information.

Reference 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

KI Quote.pdf

WTAMU Nursing and...

TAMUS PO Standard...

Attachment A - 18...

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	Sit On It, JSI, Herman Miller, KI and HON Furnishings per details and specifications on attached updated quote dated 10/4/21.	.	LO	29,567.37 USD	1 LO	29,567.37 USD
2 of 2	KI furnishings per details and specifications on attached quote dated 9/13/21	.	LO	1,345.26 USD	1 LO	1,345.26 USD
Total						30,912.63 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&M System Offices-Russ Wallace ***Do Not Mail Invoices*** Amarillo-Center-Phase-III-PO-Payments@docs.e-builder.net ***Invoice via email only*** College Station, TX 77840 United States</p>