

## 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.

<b>Purchase Order</b>			
Purchase Order Date	PO/Reference No.	Revision No.	Revision Date
<b>Jan 13, 2022</b>	<b>AB0680964</b>	<b>1</b>	<b>Jan 24, 2022</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>	
<i>no value</i>	<i>no value</i>	<i>no value</i>	
<b>Customer Contact:</b>			
Name:		Sandra Marshall	
Email:		SMARSHALL@TAMUS.EDU	
Phone:		+1 979-845-9600	

### 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	<b>Delivery Address</b>	
Address	1225 W 20TH ST HOUSTON, Texas 770083315 United States	TAMUS Member:	01-Texas A&M System Offices (01)
FOB / FREIGHT	Destination	Attn:	Sandra Marshall
Pre-Pay & Add	No	Office of Board of Regents	
Payment Terms	1% 10, Net 30	MSC	
Contract Number - Header	<i>no value</i>	Suite	L500
Contract Number - Line	<i>no value</i>	1123 TAMU	
Quote number		College Station, TX 77843-1123	
		United States	
		<b>Delivery Information</b>	
		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.
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Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 7	Quality Park Gummed Booklet Envelopes, 6" x 9", White Wove, 100/Box (QUA37113)	813372	BX	38.98 USD	1 BX	38.98 USD
	Supplier Part Auxiliary ID	813372				
		Manufacturer Name	ESSELTE AMERICA			
		Manufacturer Part ID	QUA37113			
2 of 7	Quality Park Redi-Seal Catalog Envelopes, 6.5" x 9.5", White Wove,	508886	BX	29.04 USD	1 BX	29.04 USD

	100/Box (QUA43317)					
	Supplier Part Auxiliary ID	508886				
			Manufacturer Name	ESSELTE AMERICA		
			Manufacturer Part ID	QUA43317		
3 of 7	Scotch Heavy-Duty Shipping Packing Tape, Clear, 1.88" x 54.6 yds., 6 Rolls (3850-6-ESF)	483072	PK	24.38 USD	1 PK	24.38 USD
	Supplier Part Auxiliary ID	483072				
			Manufacturer Name	3M CORPORATION		
			Manufacturer Part ID	38506		
4 of 7	3/16" Standard Bubble Roll, Recycled, 24"W x 175' (4072831)	575129	RO	43.46 USD	1 RO	43.46 USD
	Supplier Part Auxiliary ID	575129				
			Manufacturer Name	PREGIS		
			Manufacturer Part ID	4072831		
5 of 7	Avery Insert Refills ID Cards, White, 300/Box (5392)	538355	BX	10.71 USD	2 BX	21.42 USD
	Supplier Part Auxiliary ID	538355				
			Manufacturer Name	Avery Products Corporation		
			Manufacturer Part ID	05392		
6 of 7	Fellowes Shredder Bags 25 Gal., 50/Box (36056)	573957	BX	25.56 USD	2 BX	51.12 USD
	Supplier Part Auxiliary ID	573957				
			Manufacturer Name	FELLOWES		
			Manufacturer Part ID	36056		
7 of 7	Swingline Shredder Oil 16 oz. (1760049)	488325	EA	19.09 USD	1 EA	19.09 USD
	Supplier Part Auxiliary ID	488325				
			Manufacturer Name	GENERAL BINDING		
			Manufacturer Part ID	1760049		
Total					<b>227.49 USD</b>	

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