



### 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>Feb 9, 2022</b>	<b>AB0687924</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>
<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 6	Vaultz Locking Mobile File Chest, Letter/Legal, Tactical Black (VZ00307)	2722047	EA	143.89 USD	1 EA	143.89 USD
	Supplier Part Auxiliary ID	2722047				
		Manufacturer Name	Idea Stream Products			
		Manufacturer Part ID	VZ00307			

2 of 6	Stebco Ballistic Catalog/Computer Case on Wheels, Black, 18"W x 8"D x 13"H	481872	EA	244.11 USD	1 EA	244.11 USD
	Supplier Part Auxiliary ID					
			Manufacturer Name	BUGATTI		
		Manufacturer Part ID	261710BLK			
3 of 6	Duracell Coppertop AA Alkaline Batteries, 36/Pack (MN15P36)	464050	PK	21.16 USD	1 PK	21.16 USD
	Supplier Part Auxiliary ID 464050					
			Manufacturer Name	DURACELL		
		Manufacturer Part ID	MN15P36			
4 of 6	Pilot Spotliter Supreme Fluorescent Highlighters, Chisel Tip, Yellow Ink, Dozen (16008)	2440225	DZN	15.06 USD	2 DZN	30.12 USD
	Supplier Part Auxiliary ID 2440225					
			Manufacturer Name	PILOT CORP		
		Manufacturer Part ID	16008			
5 of 6	uni-ball Signo Gel 207 Roller Ball Retractable Pens, Medium Point, Black Ink, 36/Box (1921063)	2336364	PK	68.66 USD	1 PK	68.66 USD
	Supplier Part Auxiliary ID 2336364					
			Manufacturer Name	UNI-BALL CORPORATION		
		Manufacturer Part ID	1921063			
6 of 6	Tops Docket Gold Notepads, 8.5" x 11", White, 50 Sheets/Pad, 12 Pads/Pack (63960)	811066	DZN	38.11 USD	2 DZN	76.22 USD
	Supplier Part Auxiliary ID 811066					
			Manufacturer Name	RR DONNELLEY		
		Manufacturer Part ID	63960			
					Total	<b>584.16 USD</b>

### 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 vendorhelp@tamu.edu.

Invoice must include the PO/Reference number shown above.

### Billing Address

Texas A&M University System

\*\*\*Do Not Mail Invoices\*\*\*

Email invoices to systemvouchers@tamus.edu

301 Tarrow RM 345

College Station, TX 77840

United States