



### 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>May 12, 2022</b>	<b>AB0713671</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 11	Sortkwik Lee 0.38 Oz. Fingertip Moisteners, Pink, 3/Pack (10053)	901561	PK	3.21 USD	1 PK	3.21 USD
	Supplier Part Auxiliary ID	901561				
		Manufacturer Name	LEE PRODUCTS			
		Manufacturer Part ID	LEE10053			
2 of 11	Staples Invisible Tape, 3/4" x 1,296", 6/Pack (52380P6)	483535	PK	4.61 USD	1 PK	4.61 USD
	Supplier Part Auxiliary ID	483535				

		Manufacturer Name	3M CORPORATION			
		Manufacturer Part ID	52380P6			
3 of 11	Post-It Hanging File Folder Durable Tabs, 2" Wide, 4 Assorted Colors, Lined, 24 Tabs/Pack (686A1)	599396	PK	3.11 USD	1 PK	3.11 USD
	Supplier Part Auxiliary ID	599396				
		Manufacturer Name	3M CORPORATION			
		Manufacturer Part ID	686A1			
4 of 11	Post-it Durable Tabs, 2" Wide, Solid, White, 24 Tabs/Pack (686-24WE)	867132	PK	3.01 USD	1 PK	3.01 USD
	Supplier Part Auxiliary ID	867132				
		Manufacturer Name	3M CORPORATION			
		Manufacturer Part ID	68624WE			
5 of 11	Post-it Durable Filing Tabs, 2" Wide, 4 Assorted Colors, 24 Tabs/Pack (686F1BB)	751540	PK	2.85 USD	1 PK	2.85 USD
	Supplier Part Auxiliary ID	751540				
		Manufacturer Name	3M CORPORATION			
		Manufacturer Part ID	686F1BB			
6 of 11	Post-it Filing Tabs, 3" Wide, Solid, Assorted Colors, 24 Tabs/Pack (686-PLOY3IN)	460017	PK	3.65 USD	1 PK	3.65 USD
	Supplier Part Auxiliary ID	460017				
		Manufacturer Name	3M CORPORATION			
		Manufacturer Part ID	686PLOY3IN			
7 of 11	Quality Park Jumbo Open End Catalog Envelopes, 14"L x 18"H, Kraft, 25/Box (QUA42354)	650000	BX	17.15 USD	1 BX	17.15 USD
	Supplier Part Auxiliary ID	650000				
		Manufacturer Name	ESSELTE AMERICA			
		Manufacturer Part ID	QUA42354			
8 of 11	Post-it 1" x 1.5" Durable Filing Tabs, Red/Green/Blue, 66 Tabs/Pack	1678495	PK	5.60 USD	1 PK	5.60 USD
	Supplier Part Auxiliary ID	1678495				
		Manufacturer Name	3M CORPORATION			
		Manufacturer Part ID	686GBR			
9 of 11	Post-it Durable Tabs, 3" Wide, Solid, White, 50 Tabs/Pack (686F-50WH3IN)	803228	PK	16.98 USD	1 PK	16.98 USD
	Supplier Part Auxiliary ID					

		Manufacturer Name	3M CORPORATION			
		Manufacturer Part ID	686F50WH3IN			
10 of 11	Duracell Coppertop Alkaline AAA Battery, 36/Pack (MN24P36)	DURMN24P36	PK	25.15 USD	1 PK	25.15 USD
	Supplier Part Auxiliary ID					
		Manufacturer Name	Essendant			
		Manufacturer Part ID	DURMN24P36			
11 of 11	Hammermill Copy Plus Paper, 8.5" x 11", 20 lbs., White, 500 Sheets/Ream, 10 Reams/Carton (105007)	122374	CT	47.56 USD	2 CT	95.12 USD
	Supplier Part Auxiliary ID 122374					
		Manufacturer Name	INTERNATIONAL PAPER			
		Manufacturer Part ID	105007CT/27061			
<b>Total</b>						<b>180.44 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>