

Revised Purchase Order



Sales Tax Exemption

Texas A&M University is 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 Texas A&M.

The laws of the State of Texas shall govern this Purchase Order.

Member of the Texas A&M University System.

Purchase Order			
Purchase Order Date	PO/Reference No.	Revision No.	Revision Date
Nov 8, 2023	AB0865032	1	Nov 17, 2023
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:	Frances Miller		
Email:	FMILLER@TAMUS.EDU		
Phone:	+1 979-458-6301		

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:	26-Texas A&M System Shared Service Center (26)
FOB / FREIGHT	Destination	Attn:	Frances Miller
Pre-Pay & Add	No	IT Services	
Payment Terms	1% 10, Net 30	Moore/Connally Bldg	
Contract Number - Header	<i>no value</i>	Room	304
Contract Number - Line	<i>no value</i>	301 Tarrow St	
Quote number		College Station, TX 77840-7896	
		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 4	Pilot Better Retractable Ballpoint Pens, Fine Point, Black Ink, Dozen (30000)	379117	DZN	21.90 USD	3 DZN	65.70 USD
	Supplier Part Auxiliary ID	379117				

		Manufacturer Name	PILOT CORP			
		Manufacturer Part ID	30000			
2 of 4	Pentel EnerGel RTX Gel Pens, Needle Tip Extra Fine Point, Black Ink, Dozen (BLN73-A)	2639680	DZN	27.50 USD	2 DZN	55.00 USD
	Supplier Part Auxiliary ID	2639680				
		Manufacturer Name	PENTEL OF AMERICA LTD			
		Manufacturer Part ID	BLN73A			
3 of 4	Kleenex Professional Standard Facial Tissue, 2-Ply, White, 125 Sheets/Box, 12 Boxes/Carton (03076)	470745	CT	25.34 USD	1 CT	25.34 USD
	Supplier Part Auxiliary ID	470745				
		Manufacturer Name	KIMBERLY CLARK GLOBAL SALES LLC			
		Manufacturer Part ID	03076			
4 of 4	Lysol Disinfecting Wipes, Lemon and Lime Blossom, 35 Wipes/Canister, 3 Canisters/Pack (1920082159)	950423	PK	10.87 USD	1 PK	10.87 USD
	Supplier Part Auxiliary ID	950423				
		Manufacturer Name	RECKITT BENCKISER, LLC			
		Manufacturer Part ID	1920082159			
Total						156.91 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>TAMUS Shared Service Center- Accounts Payable</p> <p>***Do Not Mail Invoices***</p> <p>Email invoices to systemvouchers@tamus.edu</p> <p>301 Tarrow RM 345 College Station, TX 77840 United States</p>