

## 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 22, 2024</b>	<b>AB0882147</b>	<b>1</b>	<b>Feb 2, 2024</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:		Jacqueline Bell	
Email:		JBELL@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.**

<b>Supplier Information</b>		<b>Delivery Information</b>	
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:	Jackie Bell
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 9	Hammermill Copy Plus 8.5" x 11" Copy Paper, 20 lbs., 92 Brightness, 5000 Sheets/Carton (105007)	122374	CT	50.70 USD	4 CT	202.80 USD
	Supplier Part Auxiliary ID	122374				
		Manufacturer Name	INTERNATIONAL PAPER			
		Manufacturer Part ID	105007CT/27061			

2 of 9	Hammermill Colors Multipurpose Paper, 24 lbs., 8.5" x 11", Canary, 500 Sheets/Ream (104307)	813192	RM	9.67 USD	3 RM	29.01 USD
	Supplier Part Auxiliary ID	813192				
		Manufacturer Name	INTERNATIONAL PAPER			
		Manufacturer Part ID	HAM104307			
3 of 9	uniball 207 Retractable Gel Pens, Medium Point, 0.7mm, Black Ink, 12/Pack (33950)	559215	DZN	13.32 USD	2 DZN	26.64 USD
	Supplier Part Auxiliary ID	559215				
		Manufacturer Name	UNI-BALL CORPORATION			
		Manufacturer Part ID	33950			
4 of 9	TOPS Docket Gold Notepads, 8.5" x 11.75", White, 50 Sheets/Pad, Dozen (63960)	811066	DZN	52.73 USD	2 DZN	105.46 USD
	Supplier Part Auxiliary ID					
		Manufacturer Name	RR Donnelley/Moore Wallace NA Inc. TOPS Products			
		Manufacturer Part ID	63960			
5 of 9	Swingline Shredder Oil 16 oz. (1760049)	488325	EA	25.24 USD	3 EA	75.72 USD
	Supplier Part Auxiliary ID	488325				
		Manufacturer Name	GENERAL BINDING			
		Manufacturer Part ID	1760049			
6 of 9	Avery Index Maker Unpunched Print & Apply Label Paper Dividers, 5-Tab, White, 25 Sets/Box (11443)	895534	BX	94.40 USD	1 BX	94.40 USD
	Supplier Part Auxiliary ID	895534				
		Manufacturer Name	Avery Products Corporation			
		Manufacturer Part ID	11443			
7 of 9	Neenah Bright White Cardstock, 8.5" x 11", 65 lb., 250 Sheets/Pack (91904/92904)	496791	PK	10.48 USD	1 PK	10.48 USD
	Supplier Part Auxiliary ID	496791				
		Manufacturer Name	NEENAH PAPER INC (NSP)			
		Manufacturer Part ID	91904/92904			
8 of 9	Hammermill Fore MP Colors Multipurpose Paper, 20 lbs., 8.5" x 11", Canary, 500 Sheets/Ream (103341)	617262	RM	8.94 USD	2 RM	17.88 USD
	Supplier Part Auxiliary ID	617262				
		Manufacturer Name	INTERNATIONAL PAPER			

		Manufacturer Part ID	103341			
9 of 9	Hammermill Colors Multipurpose Paper, 20 lbs., 8.5" x 11", Green, 500 Sheets/Ream (103366)	841528	RM	8.31 USD	1 RM	8.31 USD
	Supplier Part Auxiliary ID	841528				
		Manufacturer Name	INTERNATIONAL PAPER			
		Manufacturer Part ID	103366			
					Total	<b>570.70 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