

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.

Purchase Order			
Purchase Order Date	PO/Reference No.	Revision No.	Revision Date
Mar 4, 2024	AB0895692	1	Mar 20, 2024
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:		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.

Supplier Information		Delivery Information	
Supplier Name	TEJAS OFFICE PRODUCTS INC	Delivery Address	
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	
		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.
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Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 4	HP 414A Black Standard Yield Toner Cartridge (W2020A), print up to 2400 pages	24398984	EA	90.37 USD	1 EA	90.37 USD
	Supplier Part Auxiliary ID	24398984				
		Manufacturer Name	HEWLETT PACKARD			

		Manufacturer Part ID	W2020A			
2 of 4	Fellowes Shredder Bags 25 Gal., 50/Box (36056)	573957	BX	26.46 USD	2 BX	52.92 USD
	Supplier Part Auxiliary ID 573957					
			Manufacturer Name	FELLOWES		
		Manufacturer Part ID	36056			
3 of 4	Quality Park Redi-Seal Catalog Envelopes, 6.5" x 9.5", White Wove, 100/Box (QUA43317)	508886	BX	34.59 USD	2 BX	69.18 USD
	Supplier Part Auxiliary ID 508886					
			Manufacturer Name	ESSELTE AMERICA		
		Manufacturer Part ID	QUA43317			
4 of 4	Duracell Procell AA Alkaline Battery, 24/Pack (PC1500BKD01)	479067	BX	11.36 USD	2 BX	22.72 USD
	Supplier Part Auxiliary ID 479067					
			Manufacturer Name	DURACELL		
		Manufacturer Part ID	PC1500BKD01			
					Total	235.19 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>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</p>