



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.
May 16, 2024	AB0918537	0
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 13	Hammermill Copy Plus 8.5" x 11" Copy Paper, 20 lbs., 92 Brightness, 5000 Sheets/Carton (105007)	122374	CT	50.70 USD	3 CT	152.10 USD
	Supplier Part Auxiliary ID	122374				
		Manufacturer Name	INTERNATIONAL PAPER			
		Manufacturer Part ID	105007CT/27061			
2 of 13	uniball 207 Retractable Gel Pens, Medium Point, 0.7mm, Black Ink, 12/Pack (33950)	559215	DZN	13.78 USD	1 DZN	13.78 USD

	Supplier Part Auxiliary ID	559215				
			Manufacturer Name	UNI-BALL CORPORATION		
			Manufacturer Part ID	33950		
3 of 13	uniball 207 Retractable Gel Pens, Medium Point, 0.7mm, Blue Ink, 12/Pack (33951)	559217	DZN	15.47 USD	1 DZN	15.47 USD
	Supplier Part Auxiliary ID	559217				
			Manufacturer Name	UNI-BALL CORPORATION		
			Manufacturer Part ID	33951		
4 of 13	Pilot G2 Retractable Gel Pen, Fine Point, 0.7mm, Blue Ink, Dozen (31021)	424575	DZN	11.87 USD	1 DZN	11.87 USD
	Supplier Part Auxiliary ID	424575				
			Manufacturer Name	PILOT CORP		
			Manufacturer Part ID	31021		
5 of 13	Pilot Spotlter Supreme Fluorescent Highlighters, Chisel Tip, Yellow Ink, Dozen (16008)	2440225	DZN	23.24 USD	1 DZN	23.24 USD
	Supplier Part Auxiliary ID					
			Manufacturer Name	PILOT CORP		
			Manufacturer Part ID	16008		
6 of 13	Post-it Super Sticky Pop-up Notes, 3" x 3", Canary Collection, 90 Sheet/Pad, 12 Pads/Pack (R33012SSCY)	653415	PK	17.51 USD	1 PK	17.51 USD
	Supplier Part Auxiliary ID	653415				
			Manufacturer Name	3M Corporation		
			Manufacturer Part ID	R33012SSCY		
7 of 13	Brother P-touch TZe-141 Laminated Label Maker Tape, 3/4" x 26-2/10', Black on Clear (TZe-141)	917895	EA	14.42 USD	2 EA	28.84 USD
	Supplier Part Auxiliary ID	917895				
			Manufacturer Name	BROTHER INTERNA		
			Manufacturer Part ID	TZE141		
8 of 13	Duracell CopperTop AA Alkaline Battery, 24/Pack (MN1500BKD)	2768001	BX	29.90 USD	1 BX	29.90 USD
	Supplier Part Auxiliary ID	2768001				
			Manufacturer Name	DURACELL		
			Manufacturer Part ID	MN1500BKD		
9 of 13	Post-it Notes, 1 3/8" x 1 7/8", Canary Collection, 100 Sheet/Pad, 24 Pads/Pack (65324VADB)	650745	PK	10.41 USD	1 PK	10.41 USD

	Supplier Part Auxiliary ID	650745				
		Manufacturer Name	3M CORPORATION			
		Manufacturer Part ID	65324VADB			
10 of 13	Quality Park Redi-Strip Catalog Envelopes, 10" x 13", White Wove, 100/Box (QUA44782)	377351	BX	52.73 USD	1 BX	52.73 USD
	Supplier Part Auxiliary ID	650745				
		Manufacturer Name	ESSELTE AMERICA			
		Manufacturer Part ID	QUA44782			
11 of 13	Brother P-touch TZe-151 Laminated Label Maker Tape, 1" x 26-2/10", Black on Clear (TZe-151)	917915	EA	14.48 USD	2 EA	28.96 USD
	Supplier Part Auxiliary ID	917915				
		Manufacturer Name	BROTHER INTERNA			
		Manufacturer Part ID	TZE151			
12 of 13	DYMO LabelWriter 30256 Large Shipping Labels, 4" x 2-5/16", Black on White, 300 Labels/Roll (30256)	377181	BX	17.43 USD	2 BX	34.86 USD
	Supplier Part Auxiliary ID	377181				
		Manufacturer Name	Sanford			
		Manufacturer Part ID	30256			
13 of 13	Dymo LabelWriter 550 Desktop Label Printer (2112552)	24499871	EA	147.72 USD	2 EA	295.44 USD
	Supplier Part Auxiliary ID	24499871				
		Manufacturer Name	(DYMO) NEWELL BRANDS DISTRIBUTION LLC			
		Manufacturer Part ID	2112552			
					Total	715.11 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@tam.u.edu.</p> <p>Invoice must include the PO/Reference number shown above.</p>	<p>Texas A&M University System</p> <p>***Do Not Mail Invoices***</p> <p>Email invoices to systemvouchers@tam.u.edu</p> <p>301 Tarrow RM 345</p> <p>College Station, TX 77840</p> <p>United States</p>