10/25/24, 8:46 AM Fax

## **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	
Aug 13, 2024	AB0944781	1	Sep 19, 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		
scc - Crowdus, Sterling	scrowdus@tamus.edu	979.845.6947		
Customer Contact:				
Name:	Sharon Kovar			
Email:	SHARON-KOVAR@TAMUS.EDU			
Phone:	+1 979-458-7024			

#### 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.

Sup	plier Information	De	elivery Information
Supplier Name	HBI OFFICE SOLUTIONS INC	Delivery Address	
Address	308 HWY 75 NORTH STE B HUNTSVILLE, Texas 77320 United States	TAMUS Member:	01-Texas A&M System Offices (01) Brett Cumpton
Phone	+1 936-295-4592	Fort Worth Campus	·
Fax	+1 936-295-5264	Bldg 2	
FOB / FREIGHT	Destination	Room/Suite	415 & 416
Pre-Pay & Add	No	10850 Texan Rider Dr	
Payment Terms	0, Net 30	Fort Worth, TX 76036	
Contract Number - Header Quote number	C2024-16099 27520	United States  Delivery Information  Required Delivery Date	
		Ship Via	Best Carrier-Best Way

## **Notes to Supplier**

## **Shipping Instructions**

Note to Supplier

Change order number 1 approved 9/19/2024 for the attached quote dated 9/3/2024.

All items are for A&M System FPC Project 04-3281 Tarleton State University Interprofessional Education Building in Fort Worth, Texas. Purchase order shall be based on ECFS master agreement from Invitation to Bid number FPC-ITB-3993.

This purchase order shall refer to the attached Exhibit A & B and Attachment A for terms and conditions, and requirements.

The point of contact for delivery and installation is provided on Attachment A.

Include PO no. on all invoices. Make certain invoice is referenced correctly & sent to the email address noted in the BILL TO section of this PO.

10/25/24, 8:46 AM Fax

Attachments for supplier

QUOTE 27520 - ROO...

Attachment A - Fu...

Exhibit A & B - T...

## PO Clauses

Header 001

No Collect Freight

Neither COD nor "Collect" freight or handling charges will be accepted.

Charges Accepted

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price	
1 of 4	Furnishings (Rooms 415 & 416) per attached quote 27520 dated 8/2/24		LO	92,736.60 USD	1 LO	92,736.60 USD	
	Contract Number - Line C2024-16099	ı					
2 of 4	Labor to receive, inspect, deliver, assemble, install, make ready for use, remove all trash and packing materials daily from customer premises during normal business hours		LO	4,350.00 USD	1 LO	4,350.00 USD	
	Contract Number - Line C2024-16099	1					
3 of 4	Trip Fee - Delivery/Installation in Fort Worth, Texas		LO	3,500.00 USD	1 LO	3,500.00 USD	
	Contract Number - Line C2024-16099	ı					
4 of 4	<<<<<<<<<<<<< <line added="">&gt;</line>						
	Change order 9/10/24 - Make changes to electrical components per attached quote B27622		LO	600.00 USD	1 LO	600.00 USD	
	Attachments for supplier						
	QUOTE B27622 TO M						
	Contract Number - Line no value						
				Total	101,1	86.60 USD	

Billing Information	Billing Address
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.	Texas A&M System Offices-Brett Cumpton  ***Do Not Mail Invoices*** Ft-Worth-Bldg-2-PO-Payments@docs.e-builder.net  ***Invoice via email only*** College Station, TX 77840
Invoice must include the PO/Reference number shown above.	United States