



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.
Jan 10, 2025	AB0988434	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
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:

For Terms and Conditions and any other requirements applicable to this Purchase Order, refer to the PO Clauses and Notes to Supplier section. No changes may be made to the contents or pricing of this Purchase Order without written approval from the A&M System Office of Procurement Services.

Supplier Information		Delivery 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)
Phone	+1 936-295-4592	Attn:	Randy Wipke
Fax	+1 936-295-5264	TAMU Health-Nursing Education & Research Bldg	
FOB / FREIGHT	Destination	Project	23-3374
Pre-Pay & Add	No	6200 Tres Lagos Blvd McAllen, TX 78504 United States	
Payment Terms	0, Net 30	Delivery Information	
Contract Number - Header	07-84, EI00140, and 07-113	Required Delivery Date	
Contract Number - Line	no value	Ship Via	
Quote number	27795	Best Carrier-Best Way	

Notes to Supplier	
Shipping Instructions	
Note to Supplier	<p>All items are for A&M System FPC Project 23-3374 Nursing Education and Research Building in McAllen, Texas. Pricing and award are based on the OMNIA and E&I contracts referenced in the attached quote.</p> <p>Per the attached quote dated 12/03/2024.</p> <p>Current estimated start date for deliveries is Monday 10/6/25.</p> <p>This purchase order shall reference the attached Exhibit A & B and Attachment A for terms and conditions, and requirements.</p> <p>The point of contact for delivery: Holly Hawryluk 979.458.7078 hhawryluk@tamus.edu</p> <p>Delivery address: 6200 Tres Lagos Blvd</p>

McAllen, TX 78504

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.

Attachments for supplier

ARINQMICA3405EC6-...

Exhibit A & B - T...

Attachment A - Eq...

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 5	Furnishings - Steelcase, Davis, Intensa, Coalesse and Peter Pepper products per attached quote 27795	.	LO	354,758.38 USD	1 LO	354,758.38 USD
2 of 5	Installation	.	LO	16,600.00 USD	1 LO	16,600.00 USD
3 of 5	Engineering Fee	.	LO	1,200.00 USD	1 LO	1,200.00 USD
4 of 5	Freight	.	LO	21,721.18 USD	1 LO	21,721.18 USD
5 of 5	Transportation	.	LO	1,500.00 USD	1 LO	1,500.00 USD
Total						395,779.56 USD

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 System Offices-
Randy Wipke

Do Not Mail Invoices

Nursing-Education-Research-Bldg-PO-Payments@docs.e-builder.net

Invoice via email only

College Station, TX 77840
United States