



AM01 - System Offices

P.O. Date: 8/4/2016

Purchase Order

Purchase Order Number

AM01-17-P027607

SHOW THIS NUMBER ON ALL PACKAGES, INVOICES AND SHIPPING PAPERS.

VENDOR

Vendor Number: 00000462
 HBI Office Solutions Inc

 308 HWY 75 N STE B
 HUNTSVILLE, TX 77320

SHIPPING TO

Attn: Randy Wipke
 Attn: Morgan Velez - 785-230-6957
 TAMU 02-3170
 Texas A&M University
 Human Clinical Research Building
 675 John Kimbrough Blvd.
 College Station, TX 77840
 US
 Email: randy-wipke@tamus.edu
 Phone: (979) 458-7071

INVOICING VENDOR SHALL SUBMIT AN ITEMIZED INVOICE SHOWING PURCHASE ORDER NUMBER. IF YOUR INVOICE IS NOT PROCESSED AS INSTRUCTED, PAYMENT MAY BE DELAYED.

BILL TO

Attn: Randy Wipke
 ***** ATTENTION *****
 ****DO NOT MAIL INVOICE *****
 ***** ALL BILLS BY EMAIL *****
 College Station, TX 77840
 US
 Email:
 Human_Clinical_Research_Center.02.18_PO_Payments@docs.e-builder.net
 Phone: (979) 458-7071

<p>Please login to Buy A&M to retrieve attachments associated with the Purchase Order.</p> <p>Solicitation (Bid) No.:</p>	<p>Payment Terms: Net 30 Shipping Terms: F.O.B., Destination Freight Terms: Freight Allowed Delivery Calendar Day(s) A.R.O.: 0</p>
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Item # 2

02-3170 - Purchase of Steelcase and Coalesse furnishings for FPC Project: 02-3170 - Human Clinical Research Center. All items are per details and specifications on attached quote 17303, dated 6/07/2016; Purchase and pricing is based on E&I contract CNR01146.

Vendor shall communicate with Interior Designer, Morgan Velez; Phone: 785.230.6957; Email: morgan.velez@pbk.com to coordinate delivery and install of all items as well as to obtain specific delivery and install schedule. The estimated delivery and install timeframe is January 2, 2017 - February 17, 2017; 8:00 AM to 5:00 PM, Monday - Friday.

See attached Insurance Coverage requirements as the TAMU System requires all vendors performing work on any System member campus to provide proof of the required insurance coverage. Vendor shall provide and maintain required insurance coverage for the duration of this agreement. A copy of insurance certificate shall be sent via email to: pallison@tamus.edu or mailed to The Texas A&M University System, HUB & Procurement Programs, Attn: Patty Allison, 301 Tarrow Street, College Station, TX 77840-7896.

Vendor shall reference purchase order AM01-17-P027607 and TAMUS FPC Project number 02-3170 on all invoices and related correspondence. To avoid delay in payment make certain invoice is referenced correctly and sent to the email address provided in the BILL TO section of this purchase order.

Item # 1
 Class-Item 425-06

Steelcase & Coalesse furnishings per details and specifications on attached quote no. 17303 dated 6/07/2016.

Labor for delivery and installation is included in the one lot price. Reference Attachment A - Terms and Conditions for delivery and install details and instructions.

Quantity	Unit Price	UOM	Discount %	Total Discount Amt.	Tax Rate	Tax Amount	Freight	Total Cost
1.00	\$ 19,693.60	LOT	0.00 %	\$ 0.00		\$ 0.00	\$ 0.00	\$ 19,693.60

Item # 3

PUBLIC INFORMATION: (a) PROVIDER acknowledges that TAMUS is obligated to strictly comply with the Public Information Act, Chapter 552, Texas Government Code, in responding to any request for public information pertaining to this Agreement, as well as any other disclosure of information required by applicable Texas law. (b) Upon a TAMUS written request, PROVIDER will provide specified public information exchanged or created under this Agreement that is not otherwise excepted from disclosure under chapter 552, Texas Government Code, to TAMUS in a non-proprietary format acceptable to TAMUS. As used in this provision, public information has the meaning assigned Section 552.002, Texas Government Code, but only includes information to which TAMUS has a right of access. (c) PROVIDER acknowledges that TAMUS may be required to post a copy of the fully executed Agreement on its Internet website in compliance with Section 2261.253(a)(1), Texas Government Code.

TAX: \$ 0.00
 FREIGHT: \$ 0.00
 TOTAL: \$ 19,693.60

ANY EXCEPTIONS TO PRICING OR DESCRIPTION CONTAINED HEREIN MUST BE APPROVED BY THE TEXAS A&M UNIVERSITY AGENCY PROCUREMENT OFFICE PRIOR TO SHIPPING.

The State of Texas is Exempt from all Federal Excise Taxes.
 State and City Sales Tax Exemption Certificate: The A&M System claims an exemption from taxes under Chapter 20, Title 122A Revised Civil Statutes of Texas for purchase of tangible personal property described in this order, purchased from Vendor listed above as this property is being secured for the exclusive use of the State of Texas.

APPROVED

By: Patty Allison
 Email: PAllison@tamus.edu
 Phone#: (979) 458-6088

BUYER

The Terms and Conditions of the State shall prevail.

FAILURE TO DELIVER: If the Vendor fails to deliver these supplies by the promised delivery date or a reasonable time thereafter, without giving acceptable reasons for delay, or if supplies are rejected for failure to meet specifications, the State reserves the right to purchase specified supplies and equipment elsewhere, and charge the increase in price and cost of handling to the Vendor. No substitution or cancellations permitted without prior approval of The Texas A&M University System.

STATE OF TEXAS AND THE TEXAS A&M UNIVERSITY SYSTEM TERMS AND CONDITIONS APPLY.