



# AM01 - System Offices

P.O. Date: 3/6/2017

## Purchase Order

Purchase Order Number  
  
**AM01-17-P047049**  
  
 SHOW THIS NUMBER ON ALL PACKAGES, INVOICES AND SHIPPING PAPERS.

**V  
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 Vendor Number: 00000462  
 HBI Office Solutions Inc  
  
 308 HWY 75 N STE B  
 HUNTSVILLE, TX 77320

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 Attn: Bruce Karr  
 Attn: Lisa Ritter - 206.406.0637  
 TAMU - 02-3210  
 474 Agronomy Road  
 College Station, TX 77840  
 US  
 Email: bkarr@tamus.edu  
 Phone: (979) 458-7042

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

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 Bruce Karr  
 \*\*\*\*\*ATTENTION\*\*\*\*\*  
 \*\*\*\*DO NOT MAIL INVOICE \*\*\*\*\*  
 \*\*\*\*\*ALL BILLS BY EMAIL\*\*\*\*\*  
 College Station, TX 77840  
 US  
 Email: Renovate\_the\_Commissary\_Building.02.18\_PO\_Payments@docs.e-builder.net  
 Phone: (979) 458-7042

**Please login to Buy A&M to retrieve attachments associated with the Purchase Order.**  
 Solicitation (Bid) No.: \_\_\_\_\_

Payment Terms: Net 30  
 Shipping Terms: F.O.B., Destination  
 Freight Terms: Freight Allowed  
 Delivery Calendar Day(s) A.R.O.: 0

Item # 2

Project 2-3210 - Renovate the Commissary Building - Movable Furnishings: Purchase of Steelcase and Coalesse furnishings per details and specifications on attached quote 18058. Purchase and pricing is based on E&I Contract CNR01146. Item #66 on this purchase is open market, Clarus marker boards.

Vendor shall communicate with Project Manager, Lisa Ritter, phone: 206.406.0637, email: lritter@projectcontrol.com to coordinate delivery and install of all items as well as to obtain specific delivery and install schedule.

Vendor shall reference Purchase Order AM01-17-P047049 and TAMUS FPC Project number 02-3210 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 911-43

Steelcase, Coalesse and Clarus furnishings per details and specifications on attached quote 18058, dated 2/24/2017.

NOTE: Quantities and finishes may change once finalized which could change pricing. Any increase in this purchase order must be approved by FPC and Procurement.

Quantity	Unit Price	UOM	Discount %	Total Discount Amt.	Tax Rate	Tax Amount	Freight	Total Cost
1.00	\$ 161,257.04	LOT	0.00 %	\$ 0.00		\$ 0.00	\$ 0.00	\$ 161,257.04

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 purchase order, 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 purchase order 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 purchase order on its Internet website in compliance with Section 2261.253(a)(1), Texas Government Code.

TAX: \$ 0.00  
 FREIGHT: \$ 0.00  
 TOTAL: \$ 161,257.04

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

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.

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