



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.
Oct 29, 2019	AB0494048	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:	Cynthia Grisso	
Email:	CGRISSO@TAMUS.EDU	
Phone:	+1 202-684-9933	

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 STREET HOUSTON, TX 770083315 US	TAMUS Member:	01-Texas A&M System Offices (01)
Phone	+1 713-864-6004	Attn:	Cindy Grisso
FOB / FREIGHT	Destination	Office of Federal Relations	
Pre-Pay & Add	No	Suite	400
Payment Terms	1% 10, Net 30	1747 Pennsylvania Ave	
Contract Number - Header	<i>no value</i>	Washington, DC 20006	
Contract Number - Line	<i>no value</i>	United States	
Quote number		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 11	Staples Notepads, 8.5" x 11.75", Wide Ruled, White, 50 Sheets/Pad, 12 Pads/Pack (51295/23643)	163865	DZN	5.26 USD	1 DZN	5.26 USD
	Supplier Part Auxiliary ID	163865				
		Manufacturer Name	STAPLES BRANDS GROUP			
		Manufacturer Part ID	51295			
2 of 11	Kleenex Boutique Standard Facial Tissues, 2-Ply, 95 Sheets/Box, 6/Pack (21271)	826830	PK	9.37 USD	1 PK	9.37 USD
	Supplier Part Auxiliary ID	826830				
		Manufacturer Name	KIMBERLY CLARK GLOBAL SALES LLC			
		Manufacturer Part ID	21271			

3 of 11	Bounty Select-A-Size Kitchen Rolls Paper Towels, 2-Ply, 83 Sheets/Roll, 12 Rolls/Carton (74795/95026)	102435	PK	27.26 USD	2 PK	54.52 USD
	Supplier Part Auxiliary ID	102435				
		Manufacturer Name	PROCTER & GAMBLE DISTRIBUTING LLC			
		Manufacturer Part ID	74795/95026			
4 of 11	Clorox Disinfecting Wipes Value Pack, Bleach Free Cleaning Wipes - 105 Wipes (30112)	369657	PK	7.56 USD	1 PK	7.56 USD
	Supplier Part Auxiliary ID	369657				
		Manufacturer Name	CLOROX COMPANY			
		Manufacturer Part ID	CLO 30112			
5 of 11	Windex Window & Glass Cleaner, Unscented, 32 Oz. (695237)	202580	EA	3.94 USD	1 EA	3.94 USD
	Supplier Part Auxiliary ID	202580				
		Manufacturer Name	SC JOHNSON & SON			
		Manufacturer Part ID	695237			
6 of 11	Land O'Lakes Mini-Moo's Half and Half Liquid Creamer, 0.28 Fl. Oz., 192/Carton (100718)	344887	CT	13.00 USD	1 CT	13.00 USD
	Supplier Part Auxiliary ID	344887				
		Manufacturer Name	PERFORMANCE FOOD GRP			
		Manufacturer Part ID	ORG100718			
7 of 11	Amscan 9oz Gold Big Party Pack Plastic Cups, 2/Pack, 72 Per Pack (350366.19)	1970968	PK	20.18 USD	1 PK	20.18 USD
	Supplier Part Auxiliary ID					
		Manufacturer Name	Amscan			
		Manufacturer Part ID	350366.19			
8 of 11	Xerox 106R02226 Magenta Toner Cartridge, High Yield	105120	EA	261.35 USD	1 EA	261.35 USD
	Supplier Part Auxiliary ID	105120				
		Manufacturer Name	D and H Distributing Co.			
		Manufacturer Part ID	106R02226			
9 of 11	Staples Colored Top-Tab File Folders, 3 Tab, 5 Color Assortment, Letter Size, 100/Pack	875429	BX	9.71 USD	1 BX	9.71 USD
	Supplier Part Auxiliary ID	875429				
		Manufacturer Name	STAPLES BRANDS GROUP			
		Manufacturer Part ID	875429/TR875429			
10 of 11	OXO Good Grips Multicolor Soap Brush (36481)	683572	EA	8.33 USD	2 EA	16.66 USD

	Supplier Part Auxiliary ID					
	Manufacturer Name		OXO INTERNATION			
	Manufacturer Part ID		36481			
11 of 11	Poland Spring 100% Natural Spring Water, 8 Oz., 48/Carton (100987)	576583	CT	15.81 USD	2 CT	31.62 USD
	Supplier Part Auxiliary ID 576583					
	Manufacturer Name		NESTLE WATERS NORTH AMERICA INC.			
	Manufacturer Part ID		100987			
Total						433.17 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 abvendorhelp@tamu.edu.</p> <p>Invoice must include the PO/Reference number shown above.</p>	<p>Texas A&M University System ***Do Not Mail Invoices*** Email invoices to systemvouchers@tamus.edu 301 Tarrow RM 345 College Station, TX 77840 United States</p>