



**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.
<b>Jan 2, 2020</b>	<b>AB0507500</b>	<b>0</b>
<b>Contact instructions for questions regarding this Purchase Order:</b> If Buyer Contact information is listed below, please contact the Buyer. If not, please contact the Customer.		
<b>Buyer Contact:</b>		
<b>Buyer</b>	<b>Buyer Email</b>	<b>Buyer Phone Number</b>
pma - Allison, Patty	pallison@tamus.edu	979.458.6088
<b>Customer Contact:</b>		
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.**

Supplier Information		Delivery Information	
Supplier Name	SHELTON-KELLER GROUP INC	<b>Delivery Address</b>	
Address	6301 E STASSNEY LN BLDG 9-100 AUSTIN, TX 787443069 US	TAMUS Member:	01-Texas A&M System Offices (01)
Phone	+1 512-225-9834	Attn:	Holly Hawryluk - 979.229.8666 / Joaquin Abrego - 956.501.0760
Fax	+1 512-481-1550	Student Services Bldg	
FOB / FREIGHT	Destination	471 Houston St	
Pre-Pay & Add	No	College Station, TX 77843	
Payment Terms	0, Net 30	United States	
Contract Number - Header	US Comm. 4400003404	<b>Delivery Information</b>	
Contract Number - Line	<i>no value</i>	Required Delivery Date	
Quote number	11545; 11634; 11657	Ship Via	Best Carrier-Best Way

**Notes to Supplier**

**Shipping Instructions**

Note to Supplier

This purchase is per the US Communities Contract # 4400003404.

All items are for FPC Project 02-3235 TAMU Student Services Building on the Texas A&M University Campus.

Communicate delivery and install with PBK furnishing consultant Joaquin Abrego, Ph: 210.638.7262 or 956.501.0760 or email: joaquin.abrego@PBK.com and/or TAMU System Interior Designer Holly Hawryluk at Ph: 979.229.8666 or email: hhawryluk@tamus.edu.

Reference Attachment A for additional delivery terms and instructions.

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

- Proposal 11545 - ...
- Proposal 11657- r...
- Proposal 11634.pdf
- Attachment A Term...
- TAMUS PO Standard...

**PO Clauses**

Header	001	No Collect Freight Charges Accepted	Neither COD nor "Collect" freight or handling charges will be accepted.
--------	-----	-------------------------------------	---

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 4	Knoll cabinets per details and specifications on attached proposal 11545 dated 12/6/19	.	LO	4,781.92 USD	1 LO	4,781.92 USD
2 of 4	Knoll parts per details and specifications on attached proposal #11634 dated 12/6/19	.	LO	851.24 USD	1 LO	851.24 USD
3 of 4	Dealer service to shift furniture in two trips per attached proposal 11657 dated 12/19/19	.	LO	8,259.31 USD	1 LO	8,259.31 USD
4 of 4	Dealer Services for delivery and installation for items on proposals 11545 and 11634.	.	LO	1,937.50 USD	1 LO	1,937.50 USD
Total						<b>15,829.97 USD</b>

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 <a href="mailto:abvendorhelp@tamu.edu">abvendorhelp@tamu.edu</a>.</p> <p>Invoice must include the PO/Reference number shown above.</p>	<p>Texas A&amp;M System Offices-Russ Wallace ***Do Not Mail Invoices*** Student-Services-Bldg-PO-Payments@docs.e-builder.net *** INVOICE VIA EMAIL ONLY *** College Station, TX 77840 United States</p>