

Revised Purchase Order



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. | Revision Date |
| Jan 9, 2020 | AB0509070 | 1 | Jan 31, 2020 |
| 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: | Sandra Marshall | | |
| Email: | SMARSHALL@TAMUS.EDU | | |
| Phone: | +1 979-845-9600 | | |

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: | Sandra Marshall |
| FOB / FREIGHT | Destination | Office of Board of Regents | |
| Pre-Pay & Add | No | MSC | |
| Payment Terms | 1% 10, Net 30 | Suite | L500 |
| Contract Number - Header | <i>no value</i> | 1123 TAMU | |
| Contract Number - Line | <i>no value</i> | College Station, TX 77843-1123 | |
| Quote number | | United States | |
| | | 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. |

| Line No. | Product Description | Catalog No. | Size / Packaging | Unit Price | Quantity | Ext. Price |
|----------|--|----------------------|------------------|------------|----------|------------|
| 1 of 6 | Fellowes Shredder Bags 25 Gal., 50/Box (36056) | 573957 | BX | 23.87 USD | 2 BX | 47.74 USD |
| | Supplier Part Auxiliary ID | 573957 | | | | |
| | | Manufacturer Name | Fellowes | | | |
| | | Manufacturer Part ID | 36056 | | | |
| 2 of 6 | Quality Park Gummed Booklet Envelopes, 6" x 9", White Wove, 100/Box (QUA37113) | 813372 | BX | 33.78 USD | 1 BX | 33.78 USD |
| | Supplier Part Auxiliary ID | 813372 | | | | |
| | | Manufacturer Name | ESSELTE AMERICA | | | |
| | | Manufacturer Part ID | QUA37113 | | | |

| | | | | | | |
|----------------------------|--|----------------------|----------------------------|------------|------|---------------------|
| 3 of 6 | Avery Self-Adhesive Tabs with Printable Inserts, 2", Clear, 25/Pack (16241) | 113373 | PK | 2.76 USD | 3 PK | 8.28 USD |
| Supplier Part Auxiliary ID | | 113373 | | | | |
| | | Manufacturer Name | Avery Products Corporation | | | |
| | | Manufacturer Part ID | 16241 | | | |
| 4 of 6 | Wilson Jones Minute Book Heavy Duty 1" Post Binder, Red (W396-11) | 2680816 | EA | 193.63 USD | 4 EA | 774.52 USD |
| Supplier Part Auxiliary ID | | | | | | |
| | | Manufacturer Name | GENERAL BINDING CORP ACCO | | | |
| | | Manufacturer Part ID | WLJ39611 | | | |
| 5 of 6 | Wilson Jones Plain Ledger Sheets, Unruled, White, 11" x 8 1/2", 100/Bx | 2660858 | EA | 63.85 USD | 4 EA | 255.40 USD |
| Supplier Part Auxiliary ID | | | | | | |
| | | Manufacturer Name | GENERAL BINDING CORP ACCO | | | |
| | | Manufacturer Part ID | WLJ90310 | | | |
| 6 of 6 | 6399053 Customized Text 2000 Plus 2360 Custom Heavy Duty Self-Inking Date Stamp, 5 Lines Rectangular, 1.69"W x 1.13"H, Line 1: Customized Text | 556292 | EA | 71.03 USD | 1 EA | 71.03 USD |
| Supplier Part Auxiliary ID | | 5562926399053 | | | | |
| | | Manufacturer Name | Cosco Contract | | | |
| | | Manufacturer Part ID | 2360 | | | |
| Total | | | | | | 1,190.75 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 abvendorhelp@tamu.edu. Invoice must include the PO/Reference number shown above.

Billing Address

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