

Revised Purchase Order



Sales Tax Exemption

Texas A&M University is 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 Texas A&M.

The laws of the State of Texas shall govern this Purchase Order.

Member of the Texas A&M University System.

Purchase Order			
Purchase Order Date	PO/Reference No.	Revision No.	Revision Date
Jan 13, 2020	AB0510126	1	Jan 24, 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:		Linda West-Steevermer	
Email:		LSTEVERMER@TAMUS.EDU	
Phone:			

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:	26-Texas A&M System Shared Service Center (26)
Phone	+1 713-864-6004	Attn:	Linda Steevermer
FOB / FREIGHT	Destination	Business Computing Services	
Pre-Pay & Add	No	Moore/Connally Bldg	
Payment Terms	1% 10, Net 30	Room	304
Contract Number - Header	<i>no value</i>	301 Tarrow St	
Contract Number - Line	<i>no value</i>	College Station, TX 77840-7896	
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.
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Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 6	Super Sharpie Fine Point Permanent Markers, Black, 12/pk (33001)	478935	DZN	11.31 USD	1 DZN	11.31 USD
	Supplier Part Auxiliary ID	478935				
		Manufacturer Name	SANFORD CORP			
		Manufacturer Part ID	33001			
2 of 6	Sharpie Permanent Markers, Ultra Fine Point, Black, Dozen (37001)	642736	DZN	7.20 USD	1 DZN	7.20 USD
	Supplier Part Auxiliary ID	642736				
		Manufacturer Name	SANFORD CORP			
		Manufacturer Part ID	37001			

3 of 6	Sharpie Permanent Marker, Chisel Point, Black, 4/Pack (38264)	474351	PK	3.92 USD	1 PK	3.92 USD
	Supplier Part Auxiliary ID	474351				
		Manufacturer Name	SANFORD CORP			
		Manufacturer Part ID	38264PP			
4 of 6	Staples Magnetic Clips, Medium, 3/Pack (10596)	392735	PK	2.30 USD	7 PK	16.10 USD
	Supplier Part Auxiliary ID	392735				
		Manufacturer Name	STAPLES BRANDS GROUP			
		Manufacturer Part ID	10596			
5 of 6	2020 AT-A-GLANCE 18" x 11" Compact Desk Pad (SK14-00-20)	24345856	EA	13.78 USD	1 EA	13.78 USD
	Supplier Part Auxiliary ID	24345856				
		Manufacturer Name	ACCO BRANDS USA LLC			
		Manufacturer Part ID	SK140020			
6 of 6	Master Big Foot Rubber Doorstop, Brown, 2/Pack (00971)	331208	PK	7.16 USD	2 PK	14.32 USD
	Supplier Part Auxiliary ID	331208				
		Manufacturer Name	MASTER CASTER COMPANY			
		Manufacturer Part ID	00971			
Total					66.63 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. Invoice must include the PO/Reference number shown above.</p>	<p>TAMUS Shared Service Center- Accounts Payable ***Do Not Mail Invoices*** Email invoices to systemvouchers@tamus.edu 301 Tarrow RM 345 College Station, TX 77840 United States</p>