

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
Feb 3, 2020	AB0516126	1	Feb 15, 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:	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 7	Ampad Gold Fibre Project Planner, 7.25" x 9.5", Cornell Ruled, 84 Sheets, Green (20-816)	397233	EA	2.64 USD	10 EA	26.40 USD
	Supplier Part Auxiliary ID	397233				
		Manufacturer Name	RR DONNELLEY			
		Manufacturer Part ID	20816			

2 of 7	TRU RED 8.5" x 11" Printer Paper, 20 lbs., 92 Brightness, 500/Ream, 10 Reams/Carton (TR56958)	135848	CT	34.94 USD	1 CT	34.94 USD
	Supplier Part Auxiliary ID	135848				
		Manufacturer Name	Domtar			
		Manufacturer Part ID	135848/TR56958			
3 of 7	Twinnings English Breakfast Tea Bags, 25/Box (TNA51726)	2105754	BX	4.38 USD	1 BX	4.38 USD
	Supplier Part Auxiliary ID	2105754				
		Manufacturer Name	PERFORMANCE FOOD GRP			
		Manufacturer Part ID	TNA51726			
4 of 7	Bigelow English Teatime Black Tea Bags, 28/Box (RCB003451)	913720	BX	3.69 USD	2 BX	7.38 USD
	Supplier Part Auxiliary ID	913720				
		Manufacturer Name	PERFORMANCE FOOD GRP			
		Manufacturer Part ID	RCB003451			
5 of 7	Bigelow Classic Green Tea Bags, 28/Box (RCB00388)	610317	BX	3.32 USD	2 BX	6.64 USD
	Supplier Part Auxiliary ID	610317				
		Manufacturer Name	PERFORMANCE FOOD GRP			
		Manufacturer Part ID	RCB00388			
6 of 7	Peet's Cafe Domingo Coffee, Keurig K-Cup Pods, Medium Roast, 22/Box (6543)	1274181	BX	16.47 USD	1 BX	16.47 USD
	Supplier Part Auxiliary ID	1274181				
		Manufacturer Name	GREEN MOUNTAIN COFFEE INC			
		Manufacturer Part ID	6543			
7 of 7	Starbucks Veranda Blend Coffee, Keurig K-Cup Pods, Light Roast, 24/Box (9577)	100579	BX	16.42 USD	1 BX	16.42 USD
	Supplier Part Auxiliary ID	100579				
		Manufacturer Name	GREEN MOUNTAIN COFFEE INC			
		Manufacturer Part ID	9577			
Total					112.63 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.</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>