



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.
Feb 21, 2020	AB0522035	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
pma - Allison, Patty	pallison@tamus.edu	979.458.6088
Customer Contact:		
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	HBI OFFICE SOLUTIONS INC	Delivery Address	
Address	308 HWY 75 NORTH STE B HUNTSVILLE, TX 77320 US	TAMUS Member:	01-Texas A&M System Offices (01)
Phone	+1 936-295-4592	Attn:	Steven Hill - Cell: 806.576.7599 / Jo Lynn Winfrey - 832-405-5224
Fax	+1 936-295-5264	TAMU Vet Education, Research & Outreach Ctr	
FOB / FREIGHT	Destination	Project	2-3266
Pre-Pay & Add	No	3201 Russell Long Blvd	
Payment Terms	0, Net 30	Canyon, TX 79015	
Contract Number - Header	TXMAS-7-7110180	United States	
Contract Number - Line	<i>no value</i>	Delivery Information	
Quote number	22220; 22292	Required Delivery Date	Jul 13, 2020
		Ship Via	Best Carrier-Best Way

Notes to Supplier

Shipping Instructions

Note to Supplier

This purchase is per the TXMAS Contract TXMAS 7-7110180.

All items are for the TAMU System FPC Project 02-3266 Texas A&M Veterinary Education, Research & Outreach (VERO) Center currently under construction on the campus of West Texas A&M University in Canyon, TX.

The current estimated delivery time frame for all equipment and furnishings is mid - late July, 2020, between 8:00 A.M. to 5:00 P.M., Monday to Friday.

Communicate delivery and install with TAMUS FPC/Project Control, ON-SITE Project Manager, Steve Hill, Ph: 806-576-7599, Email: shill@projectcontrol.com. The TAMUS FPC/Project Control Assistant Project Manager is Jo Lynn Winfrey, Ph: 832-405-5224, Email: j.winfrey@projectcontrol.com.

Reference Attachment A for additional delivery and install 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

- HBI Quote 22220 -...
- HBI Quote 22292 -...
- Attachment A - VE...
- TAMUS PO Standard...

PO Clauses

Header	001	No Collect Freight Charges Accepted	Neither COD nor "Collect" freight or handling charges will be accepted.
	113	FOB-DEST/FRT-PP&ALLOW	FOB Destination, Freight Prepaid and Allowed
	405	TAMUS Standard Terms	This Purchase Order shall reference the attached TAMUS Standard Terms and Conditions (Exhibit B).

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 2	Martin Brattrud furnishings per details and specifications on attached quote 22220, dated 2/20/2020. This purchase is per the TXMAS Contract TXMAS 7-71110180 and shall also reference TxSmartbuy PO 20067569.	.	LO	12,429.42 USD	1 LO	12,429.42 USD
2 of 2	Dealer Services for all Martin Brattrud items per quote 22292 - to include receiving, unpacking, assembly, placement at point of use, removal & disposal of all packing material. Reference Attachment A for additional delivery & install instructions.	.	LO	4,092.00 USD	1 LO	4,092.00 USD
Total						16,521.42 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 System Offices- Randy Wipke ***Do Not Mail Invoices*** TAMU-Vet-Ed-Res-Out-PO-Payments@docs.e-builder.net ***Invoice via email only*** College Station, TX 77840 United States</p>