



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.
Aug 5, 2020	AB0554329	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
<i>no value</i>	<i>no value</i>	<i>no value</i>
Customer Contact:		
Name:	Crystal Berryhill	
Email:	CBERRYHILL@TAMUS.EDU	
Phone:	+1 979-317-3403	

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:	26-Texas A&M System Shared Service Center (26)
Phone	+1 936-295-4592	Attn:	CRYSTAL BERRYHILL
Fax	+1 936-295-5264	RELLIS Academics	
FOB / FREIGHT	Destination	Academic Bldg #1	
Pre-Pay & Add	No	Suite	106E
Payment Terms	0, Net 30	1425 Bryan Rd	
Contract Number - Header	<i>no value</i>	Bryan, TX 77807	
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			
Shipping Instructions			
Attachments for supplier			
SCREENS FOR RELLI...			
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 5	Acrylic panels 18"h x 29"w with 2 edge mounted clamp brackets	.	EA	217.14 USD	1 EA	217.14 USD

2 of 5	Acrylic panels 18"h x 67" w with 3 edge mounted clamp brackets. edge of transaction top is 1/5" thick	.	EA	378.57 USD	1 EA	378.57 USD
3 of 5	Acrylic panels 26"h x 57"w with 4 freestanding feet/brackets paper pass through slot 8.5" w x 5"h	.	EA	667.14 USD	1 EA	667.14 USD
4 of 5	Acrylic panels 26"h x 38" w with 2 freestanding feet/brackets. food pass through slot/cut out 12" x 12" size slot	.	EA	438.57 USD	1 EA	438.57 USD
5 of 5	Freight	.	EA	86.00 USD	1 EA	86.00 USD
Total						1,787.42 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>TAMUS Shared Service Center- Accounts Payable ***Do Not Mail Invoices*** Email invoices to systemvouchers@tamu.edu 301 Tarrow RM 345 College Station, TX 77840 United States</p>