



Procurement and Contracts
Business Unit # 320AD
Purchase Order # 18-0005689

Payment Terms: N/A Freight Terms: N/A Ship Via: N/A PCC: E Date: **04/06/18** PO Method: **SV** Dispatch: **Dispatch** Rev Dt: **Via Print**

PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.

Vendor: M & RS ELITE JANITORIAL SOLUTIONS
 20526 BROUGHWOOD CIR
 KATY TX 77449-5037
 United States

Ship To: Texas Workforce Commission
 117 LANE DR STE 44
 ROSENBERG TX 77471
 United States

Vendor ID: 1823364896

Bill To: APPO@twc.state.tx.us or
 Texas Workforce Commission
 101 E 15TH ST
 RM 446
 AUSTIN TX 78778-0001
 United States

Purchaser: Yolanda Gunter
Phone: 512/463-3006
Fax: 512 475 3502
Email: yolanda.gunter@twc.state.tx.us

TWC Prefers Electronic Submission

PO Information:

Delegated Purchase \$5000 or Less
 IFB# 3201800066 for providing janitorial and outside premises maintenance services for the TWC Rosenberg field office located at 117 Lane Dr. Suite 44, Rosenberg, TX 77471.

| Line-Sch | Line Description | Class/Item | Quantity | UOM | Unit Price | Extended Amt | Due Date |
|-----------------|-----------------------------------|------------|----------|-----|-------------|--------------------------------|------------|
| 1- 1 | TWC Rosenberg Janitorial Services | 910/39 | 7.0000 | MO | \$587.48000 | \$4,112.36 | 08/31/2018 |
| | | | | | | Schedule Total | \$4,112.36 |
| | | | | | | ReqID: | |
| | | | | | | 0000014527 | |
| IFB# 3201800066 | | | | | | Item Total for Line # 1 | \$4,112.36 |
| | | | | | | Total PO Amount | \$4,112.36 |

All Shipments, Shipping papers, invoices and correspondence must be identified with our Purchase Order Number. Over shipments will not be accepted unless authorized by Purchaser prior to Shipment.

Authorized Signature

04/06/2018



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IMPORTANT CONDITIONS OF ORDER

This will be your authority to deliver, in accordance with instructions above and the terms of any existing contract agreement, accepted informal bid or quotation, the articles or services listed below. Containers, invoices and correspondence relative to this order must bear the purchase order number. Unless otherwise stipulated, freight charges are included in the unit price. If we previously agreed to pay transportation charges, shipments are to be made prepaid FOB destination and charges added to the invoice.

* PAYMENT cannot be made until ALL items on this order are received, inspected and accepted unless we previously agreed to a partial payment.

* ALL Invoices MUST match this PO by Line Number, Description, Quantity, Amount and include Delivery Date for Prompt Payment.

* Purchase subject to TWC Terms and Conditions (Attachment I).

The State of Texas is exempt from all Federal Excise Taxes.

Tax Exempt ID -742764775.

STATE and CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Texas Tax Code, Section 151.309(4), for purchase of tangible personal property described on this numbered order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

Authorized Signature

A handwritten signature in blue ink that reads "Glenn Smith".

04/06/2018