



Procurement and Contracts  
Business Unit # 320AD  
Purchase Order # 21-0003746

Page: 1 of 2

Payment Terms: N/A Freight Terms: N/A Ship Via: N/A PCC: 0 Date: 05/26/21 PO Method: DG Dispatch: Dispatch Rev Dt: Via Print

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

Vendor: WORKQUEST  
DBA TIBH INDUSTRIES INC  
1011 E 53RD 1/2 ST  
AUSTIN TX 78751-1703  
United States

Ship To: Texas Workforce Commission  
819 WATER ST STE 230  
KERRVILLE TX 78028  
United States

Vendor ID: 1741976051

Purchaser: Marie Diemer

Phone: 512/936-3123

Fax:

Email: marie.diemer@twc.state.tx.us

Bill To: APPO@twc.state.tx.us or

Texas Workforce Commission  
101 E 15TH ST  
RM 446  
AUSTIN TX 78778-0001  
United States

TWC Prefers Electronic Submission

**PO Information:**

Delegated Purchase \$5000 or Less - contract 615-A3

Please call or email requester when delivery will be made. Provide tracking number when possible

maria.rosales-cazares@twc.state.tx.us

**Ship to Comments:**

ATTN: Ke Emily Nui, April Garcia, Amanda Calderon

| Line-Sch: | Line Description:  | Class/Item: | Quantity: | UOM: | Unit Price: | Extended Amt: | Due Date:  |
|-----------|--|-------------|-----------|------|-------------|---------------|------------|
| 1-1       | 61537130850<br>Box, Archive Storage,<br>Removable Lid, Letter/Legal,<br>Recycled | 615/37      | 8.0000    | CTN  | \$62.69000  | \$501.52      | 06/22/2021 |

Schedule Total

ReqID:  
0000031791

Item Total for Line # 1

Total PO Amount

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

Glenn A. Smith

05/26/2021



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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 A. Smith".  
Glenn A. Smith

**05/26/2021**