Procurement and Contracts

Texas SmartBuy PO # 23111378
Business Unit # 320AD
Purchase Order # 23-0002738

Payment Terms:	N/A	Freight Terms:	N/A	Ship Via:	N/A	PCC:	X	Date:	02/23/23	PO Method:	DG	Dispatch:	Dispatch Via Print	Rev Dt:

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

Vendor:
STAPLES PRINT SOLUTIONS
STAPLES CONTRACT & COMMERCIAL LLC
DBA STAPLES BUSINESS ADVANTAGE
PO BOX 660409
DALLAS TX 75266-0409
United States

Ship To:
Texas Workforce Commission
13625 BEECHNUT ST
SUITE A
HOUSTON TX 77083-6841
United States

Bill To:
APPO@twc.texas.gov or

Texas Workforce Commission
101 E 15TH ST
RM 470
AUSTIN TX 78778-0001
United States

Vendor ID: 1043390816

Purchaser: Donna M Navarro
Phone: (737) 400-5662
Fax:
Email: donna.navarro@twc.texas.gov

TWC Prefers Electronic Submission

PO Information:
TXMAS-20-7502

TWC POC: Maria Murphey

Ship to Comments:
Please deliver inside suite A

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	330268 Paper, 11 X 17 Multipurpose Paper 20 Lbs. 96 Brightness 500/Ream (HPm1720), Recycled	645/33	5.0000	RM	$8.88000	$44.40	02/28/2023

Schedule Total $44.40

ReqID:
0000041002

MFG Item ID:
330268 - 1855753

Item Total for Line # 1 $44.40

Total PO Amount $44.40

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
Sonya Bebley, CTCD, CTCM
Sonya Bebley, CTCD, CTCM
02/23/2023

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

Sonya Bebley, CTCD, CTCM

Sonya Bebley, CTCD, CTCM

02/23/2023