



Procurement and Contracts  
 Texas SmartBuy PO # 23121891  
 Business Unit # 320AD  
 Purchase Order # 23-0003092

Payment Terms: N/A    Freight Terms: N/A    Ship Via: N/A    PCC: X    Date: 03/23/23    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: ODP BUSINESS SOLUTIONS LLC  
 PO BOX 660113  
 DALLAS TX 75266-0113  
 United States

Ship To: Texas Workforce Commission  
 1117 TRINITY ST  
 AUSTIN TX 78701-1919  
 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: 1862161688

Purchaser: Anna James  
 Phone:  
 Fax:  
 Email: anna.mccorkle@twc.texas.gov

TWC Prefers Electronic Submission

**PO Information:**  
 TXMAS-20-7501

Supplies request for file scanning project, division meeting, and shipping needs.

Contact  
 Ava Volpe  
 737-667-5768  
 ava.volpe@twc.texas.gov

**Ship to Comments:**  
 Ava Volpe, 1117 Trinity St, Room 512T, Austin, TX 78701

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Alliance Rubber File Bands, Bag of 50	615/75	20.0000	PAK	\$1.45000	\$29.00	04/07/2023
						<b>Schedule Total</b>	<input type="text" value="\$29.00"/>
				<b>ReqID:</b>	0000041642		
230329						<b>Item Total for Line # 1</b>	<input type="text" value="\$29.00"/>

Authorized Signature

*Sonya Bebley, CTCD, CTCM*

Sonya Bebley, CTCD, CTCM

**03/23/2023**



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
2-1	8 1/2 in x 11 3/4 in, Legal Ruled, 50 Sheets, White, Pack of 12 Pads	615/62	3.0000	DOZ	\$15.88000	\$47.64	04/07/2023	
						<b>Schedule Total</b>	\$47.64	
				<b>ReqID:</b>	0000041642			
203501							<b>Item Total for Line # 2</b>	\$47.64
3-1	BIC Brite Liner Highlighters, Assorted, Box of 24	160/45	2.0000	BOX	\$7.15000	\$14.30	04/07/2023	
						<b>Schedule Total</b>	\$14.30	
				<b>ReqID:</b>	0000041642			
892898							<b>Item Total for Line # 3</b>	\$14.30
4-1	Pilot G2 Black 0.7 mm Point Gel Pens, Pack of 36	620/80	2.0000	PAK	\$26.91000	\$53.82	04/07/2023	
						<b>Schedule Total</b>	\$53.82	
				<b>ReqID:</b>	0000041642			
968420							<b>Item Total for Line # 4</b>	\$53.82
5-1	Pilot G2 Red 0.7 mm Point Gel Pen, Pack of 12	620/80	2.0000	DOZ	\$10.01000	\$20.02	04/07/2023	
						<b>Schedule Total</b>	\$20.02	
				<b>ReqID:</b>	0000041642			
790841							<b>Item Total for Line # 5</b>	\$20.02

**Total PO Amount** \$164.78

Authorized Signature

*Sonya Bebley, CTCD, CTCM*

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Page: 3 of 3

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.

**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

**03/23/2023**