



Procurement and Contracts  
 Business Unit # 320AD  
 Purchase Order # 23-0003094

**Payment Terms:** N/A    **Freight Terms:** N/A    **Ship Via:** N/A    **PCC:** E    **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:** PERRY OFFICE PRODUCTS INC  
 P O BOX 1200  
 TEMPLE TX 76503  
 United States

**Ship To:** Texas Workforce Commission  
 4800 N LAMAR BLVD  
 AUSTIN TX 78756  
 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:** 1742262229

**Purchaser:** Michael Kagan  
**Phone:** (737) 400-5664  
**Fax:**  
**Email:** michael.kagan@twc.texas.gov

**TWC Prefers Electronic Submission**

**PO Information:**

Quote # SO-1514595

Delegated purchase \$10,000 or less

POC - LaToya Jackson  
 512-377-0349  
 latoya.jackson@tw.texas.gov

Justification: This is a Non-Client Service cost. The item(s) will be distributed and used solely by CCRC staff. These items will be used so staff can complete their job duties.

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	HEWC2P07AN INKART, HP62XL,TRICOL,AST	207/72	3.0000	EA	\$39.59000	\$118.77	04/05/2023
						<b>Schedule Total</b>	<input type="text" value="\$118.77"/>
				<b>ReqID:</b>			
				0000041644			
						<b>Item Total for Line # 1</b>	<input type="text" value="\$118.77"/>

Authorized Signature

*Sonya Babley, CTCD, CTCM*

Sonya Babley, 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	HEWC2P05AN INKART,HP 62XL,BK	207/72	3.0000	EA	\$37.94000	\$113.82	04/05/2023
						<b>Schedule Total</b>	\$113.82
				<b>ReqID:</b>			
				0000041644			
						<b>Item Total for Line # 2</b>	\$113.82
3-1	TRPTLP66USBR PROTECTOR,SRG,6OTLT, 4USB	203/67	5.0000	EA	\$80.99000	\$404.95	04/05/2023
						<b>Schedule Total</b>	\$404.95
				<b>ReqID:</b>			
				0000041644			
						<b>Item Total for Line # 3</b>	\$404.95
4-1	MISCTECH TRIPP LITE SURGE PROTECTOR STRIP 10 4OUTLET 4 USB CHARGER	203/67	10.0000	EA	\$38.00000	\$380.00	04/05/2023
						<b>Schedule Total</b>	\$380.00
				<b>ReqID:</b>			
				0000041644			
						<b>Item Total for Line # 4</b>	\$380.00
5-1	FOLDER, MANILLA FILE, 1/3 CT, LTR 10346/ 37013	615/43	3.0000	EA	\$13.86000	\$41.58	04/05/2023
						<b>Schedule Total</b>	\$41.58
				<b>ReqID:</b>			
				0000041644			
						<b>Item Total for Line # 5</b>	\$41.58

Authorized Signature

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
6-1	MISCOFFICE HP Prelude Pro 15.6p Backpack	204/68	1.0000	EA	\$45.00000	\$45.00	04/05/2023
						<b>Schedule Total</b>	<input type="text" value="\$45.00"/>
				<b>ReqID:</b>			
				0000041644			
						<b>Item Total for Line # 6</b>	<input type="text" value="\$45.00"/>
7-1	MARKER,DE,EXPO,CHSL, 8COL	620/90	1.0000	EA	\$12.47000	\$12.47	04/05/2023
						<b>Schedule Total</b>	<input type="text" value="\$12.47"/>
				<b>ReqID:</b>			
				0000041644			
						<b>Item Total for Line # 7</b>	<input type="text" value="\$12.47"/>
						<b>Total PO Amount</b>	<input type="text" value="\$1,116.59"/>

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 Babley, CTCD, CTCM*  
 Sonya Babley, CTCD, CTCM  
 03/23/2023