



Procurement and Contracts
Texas SmartBuy PO # 23125020
Business Unit # 320AD
Purchase Order # 23-0003382

Payment Terms: N/A Freight Terms: N/A Ship Via: N/A PCC: 0 Date: 04/14/23 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: WORKQUEST
DBA TIBH INDUSTRIES INC
1011 E 53RD 1/2 ST
AUSTIN TX 78751-1703
United States

Ship To: Texas Workforce Commission
3320 PHOENIX DR
FORT WORTH TX 76116
United States

Vendor ID: 1741976051

Purchaser: Kelly A Hall
Phone: (737) 667-5150
Fax:
Email: kelly.hall@twc.texas.gov

Bill To: APPO@twc.texas.gov or
Texas Workforce Commission
101 E 15TH ST
RM 470
AUSTIN TX 78778-0001
United States

TWC Prefers Electronic Submission

PO Information:

Term 207- S2
Term 615-S1

Self Stick Note Pad, 3" x 3", Yellow
Self Stick Note Pad, 3" x 5", Neon
Self Stick Note Pad, 4" x 6", Yellow
Compressed Inert Gas, 10 Oz. Can, Air Duster

Shipping Address

Texas Workforce Commission
Attn: Baseemah S Hasan
3320 PHOENIX DR
Fort Worth, TX 76116

Contractor: WorkQuest
Contact Name: WorkQuest Customer Service
Email: customerservice@workquest.com
Phone: (512) 451-8145
Address: 1011 East 53 1/2 Street Austin TX 78751

Authorized Signature

Sonya Babley, CTCD, CTCM

Sonya Babley, CTCD, CTCM

04/14/2023



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Compressed Inert Gas, 10 Oz. Can, Air Duster, For removing dust from office and computer equipment. 100% ozone-safe. Freight added when less than \$25.	207/25	8.0000	EA	\$6.04000	\$48.32	04/28/2023
						Schedule Total	\$48.32
				ReqID:	Inv Item ID:		
				0000041939	20725292005		
						Item Total for Line # 1	\$48.32
2-1	Self Stick Note Pad, 3" x 3", Yellow, 100 Sheets/Pad, 12 Pads/Pkg, Plus Freight Order Less Than \$25	615/62	3.0000	PKG	\$9.39000	\$28.17	04/28/2023
						Schedule Total	\$28.17
				ReqID:	Inv Item ID:		
				0000041939	61562384000		
						Item Total for Line # 2	\$28.17
3-1	Self-Stick note pads, 3"x5", unlined, 100 sheets per pad, 6 pads, 3 colors, 2 pads of each neon color, recycled	615/62	6.0000	PAK	\$10.15000	\$60.90	04/28/2023
						Schedule Total	\$60.90
				ReqID:	Inv Item ID:		
				0000041939	61562384301		
						Item Total for Line # 3	\$60.90

Authorized Signature

Sonya Babley, CTCD, CTCM

Sonya Babley, CTCD, CTCM

04/14/2023



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	Self Stick Note Pad 4"6" Yellow, Lined, 100 Sheets/Pad 6/PK	615/62	10.0000	PKG	\$9.97000	\$99.70	04/28/2023
						Schedule Total	<input type="text" value="\$99.70"/>
				ReqID:			
				0000041939			
						Item Total for Line # 4	<input type="text" value="\$99.70"/>

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.

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
04/14/2023