



Procurement and Contracts
 Business Unit # 320AD
 Purchase Order # 23-0003678

Payment Terms: N/A Freight Terms: N/A Ship Via: N/A PCC: E Date: 05/08/23 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: OFFICE DEPOT
 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: 1592663954

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

TWC Prefers Electronic Submission

PO Information:

Delegated Purchase \$10000 or Less

Supplies for the 2023 Child Care Conference, July 5-8.

*****See SHIP TO Comments*****

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

Ship to Comments:

Then deliver to Room 424T at Trinity.

Ship to Comments:

Ship to
 Texas Workforce Commission
 Attn: Ava Volpe
 2810 E. MLK Jr. Blvd
 Austin, TX 78702

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Storage Container with Latch Handles/Snap Lids, 45 Qt, 16-1/2" x 15-3/4" x 21-1/2", Clear, Pack Of 4	100/06	1.0000	PAK	\$59.99000	\$59.99	05/19/2023

Schedule Total

ReqID:
 0000042246

Item 6429675

Item Total for Line # 1

Authorized Signature

Sonya Bebley, CTCD, CTCM

Sonya Bebley, CTCD, CTCM

05/08/2023



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Stanley Bostitch Tool Box with Tray, 9 3/4" x 10 1/4" x 19 1/4"	100/06	1.0000	EA	\$21.79000	\$21.79	05/19/2023
						Schedule Total	\$21.79
				ReqID:			
				0000042246			
Item 444980						Item Total for Line # 2	\$21.79
3-1	Plastic Storage Container with Built in Handles and Snap Lid, 0.3 Liter, 4 3/4" x 3 1/4" x 2 1/2"	100/06	4.0000	EA	\$4.29000	\$17.16	05/19/2023
						Schedule Total	\$17.16
				ReqID:			
				0000042246			
Item 415165						Item Total for Line # 3	\$17.16
4-1	Black Sharpie Fine Point Markers, 12/pack	620/80	2.0000	PAK	\$9.99000	\$19.98	05/19/2023
						Schedule Total	\$19.98
				ReqID:			
				0000042246			
Item 203349						Item Total for Line # 4	\$19.98

Total PO Amount \$118.92

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

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05/08/2023



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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

Sonya Bebley, CTCD, CTCM

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05/08/2023