



# Purchase Order

## PO No. 24000397

Order Date: 9/8/2023

Internal Tracking No.: PO#24-0000612, PR#44297

**Contractor Info**

Staples Contract & Commercial LLC  
10433908166  
500 Staples Drive  
Framingham, MA 01702

**Bill To**

101 East 15th Street, Room 0210 Annex  
Austin TX 78778

**Ship To**

Texas Workforce Commission - 320  
TWC PRINT SHOP  
4405-A SPRINGDALE ROAD  
AUSTIN TX 78723

**NOTE TO CONTRACTOR:** Main RM#514

Anna Colbert

**Disclaimer**

The State of Texas is exempt from all Federal Excise Taxes except as noted in each contract.

**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 in 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, or a Texas County, City, Special District, or Other Political Subdivision.

*Bobby Pounds*

**Texas Comptroller of Public Accounts – Statewide Procurement Division**

Agency	Purchaser	Email	Phone
Texas Workforce Commission - 320	Gregory Kolz	gregory.kolz@twc.texas.gov	(737) 400-5673

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
1	62080	612885	<b>Paper Mate Profile Retractable Ballpoint Pen, Bold Point, Blue Ink, Dozen (89466)</b> Contract: 615-C1 Contract Type: Term Delivery ARO (days): 3 Delivery Date: 9/11/2023 MPN: 612885-1855753 Manufacturer Name: SANFORD CORP	5	DOZ	7.45	\$37.25
2	61575	808017	<b>Staples Premium Rubber Bands, 117B, 1 lb. Bag, 200/Pack (28621-CC)</b> Contract: 615-C1 Contract Type: Term Delivery ARO (days): 3 Delivery Date: 9/11/2023 MPN: 808017-1855753 Manufacturer Name: WORKLIFE BRANDS	1	PACK	4.31	\$4.31



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Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
3	78573	813532	<b>National Brand Steno Pad, 6" x 9", Gregg, Brown, 60 Sheets/Pad (36646)</b> Contract: 615-C1 Contract Type: Term Delivery ARO (days): 3 Delivery Date: 9/11/2023 MPN: 813532-1855753 Manufacturer Name: REDIFORM	5	EACH	2.21	\$11.05
4	78573	813532	<b>National Brand Steno Pad, 6" x 9", Gregg, Brown, 60 Sheets/Pad (36646)</b> Contract: 615-C1 Contract Type: Term Delivery ARO (days): 3 Delivery Date: 9/11/2023 MPN: 813532-1855753 Manufacturer Name: REDIFORM	10	EACH	2.21	\$22.10

**Total \$74.71**