



Procurement and Contracts  
 Business Unit # 320AD  
 Purchase Order # 24-0000779  
 Purchase Order Change Notice (# 1)

**Payment Terms:** N/A    **Freight Terms:** N/A    **Ship Via:** N/A    **PCC:** D    **PO Date:** 09/18/2023    **PO End Date:**    **PO Method:** IT    **Dispatch:** Dispatch Via Print    **Rev Dt:** 09/18/2023

**PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.**

**Vendor:** TEKGRATION LLC  
 539 W COMMERCE ST # 757  
 DALLAS TX 75208-1953  
**United States**

**Ship To:** Texas Workforce Commission  
 4405 SPRINGDALE RD  
 RM 504T  
 AUSTIN TX 78723  
 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:** 1832002617 001

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

**TWC Prefers Electronic Submission**

**PO Information:**

Home Delivery Approval

Catalog Purchase subject to TWC Terms and Conditions

Per Tekgration corresponding Online pricing dated 09/18/2023

By acceptance of this purchase order, Vendor agrees that only TWC Standard Terms Conditions Revised 05/12/2023 (ATTACHMENT I) apply to this order.

Delivery Terms: 30 Days ARO

This purchase is according to Delegated AIS not on DIR contract per 34 Texas Administrative Code § 20.391.

State agencies are granted an exemption from statutory requirement to purchase IT commodities a DIR contract for procurement not to exceed \$10,000

**Requestor:**

Name: Angelica Ancira  
 Tel: +1 (512) 936-3702  
 E-mail: angelica.ancira@twc.texas.gov

**Vendor Contact:**

Name: Staci Beane  
 E-mail: staci.beane@tekgration.com

Submit invoices via email to APPO@twc.texas.gov and the Contract Manager listed above. PDF or Word Documents only are accepted. All Invoices must include reference to TWC Internal PO.

Change orders will be allowed only if unforeseen conditions arise such as, but not limited to, increasing or decreasing quantities or if the department needs dictate changes. All changes must be in the scope of original work. No verbal change orders will be permitted. All change orders must be in writing with a Purchase Order Change Notice (POCN) issued by Purchasing HUB Services.

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**Authorized Signature**

*Sonya Bebley, CTCD, CTCM*

Sonya Bebley, CTCD, CTCM

**09/18/2023**



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Aluratek ACP01FR notebook cooling pad 17" Black, Red		204/68	2.0000	EA	\$19.59000	\$39.18	09/29/2023
							Schedule Total	\$39.18
							ReqID:	0000044472
							Item Total for Line # 1	\$39.18
2-1	Logitech ERGO K860 keyboard RF Wireless + Bluetooth Graphite		204/68	1.0000	EA	\$127.39000	\$127.39	09/29/2023
							Schedule Total	\$127.39
							ReqID:	0000044472
							Item Total for Line # 2	\$127.39
3-1	iogear GUD3C4K3 notebook dock/port replicator Wired USB 3.2 Gen 1 (3.1 Gen 1) Type-C Silver		204/68	1.0000	EA	\$127.35000	\$127.35	09/29/2023
							Schedule Total	\$127.35
							ReqID:	0000044472
							Item Total for Line # 3	\$127.35
4-1	Freight		204/68	1.0000	EA	\$51.99000	\$51.99	09/29/2023
							Schedule Total	\$51.99
							Item Total for Line # 4	\$51.99
							Total PO Amount	\$345.91

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 Babley, CTCD, CTCM*  
 Sonya Babley, CTCD, CTCM  
 09/18/2023



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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 Babley, CTCD, CTCM*

Sonya Babley, CTCD, CTCM

**09/18/2023**