



Procurement and Contracts
 Business Unit # 320AD
 Purchase Order # 24-0002206
 Purchase Order Change Notice (# 2)

Payment Terms: N/A **Freight Terms:** N/A **Ship Via:** N/A **PCC:** E **PO Date:** 01/18/2024 **PO End Date:** **PO Method:** DG **Dispatch:** Dispatch Via Print **Rev Dt:** 01/30/2024

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

Vendor: CITIBANK N A
 TRAVEL CENTRAL BILL ACCOUNT CBA PAYMENTS
 PO BOX 78025
 PHOENIX AZ 85062-8025
 United States

Ship To: Texas Workforce Commission
 101 E 15TH ST
 RM 665
 AUSTIN TX 78778-0001
 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: 1135266470 046

Purchaser: Marie Diemer
Phone: (737) 400-5620
Fax:
Email: marie.diemer@twc.texas.gov

TWC Prefers Electronic Submission

PO Information:

Sony Camera Lens E-mount, model A7 IV, serial #57267279, being repaired by SIGMA for broken case (body), which includes replacing front barrel. Total cost is \$145.00, includes parts, labor and shipping and handling. Communication department uses this camera lens to capture pictures and videos of TWC events, to help promote programs and services.

Vendor has been entered into WRAPS and TINS systems under vendor #11126788238.000.
 Delegated Purchase \$10000 or Less

POCN2 - update vendor to Citibank Procard - Sigma Photo - VIN 11126788238

Ship to Comments:

Repaired lens will ship: 101 E 15th St. Room 380, Austin, Texas 78778

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Sony Camera Lens E-mount, model A7 IV, serial #57267279, Sigma VIN 11352664707	13800	939/37	1.0000	LOT	\$120.00000	\$120.00	01/23/2024
							Schedule Total	<input type="text" value="\$120.00"/>
							ReqID: 0000045764	
							Item Total for Line # 1	<input type="text" value="\$120.00"/>

Authorized Signature

Sonya Babley, CTCD, CTCM

Sonya Babley, CTCD, CTCM

01/30/2024



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Freight	13800	939/37	1.0000	EA	\$0.01000	\$0.01	01/23/2024
							Schedule Total	<input type="text" value="\$0.01"/>
							Item Total for Line # 2	<input type="text" value="\$0.01"/>
							Total PO Amount	<input type="text" value="\$120.01"/>

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
01/30/2024