Procurement and Contracts
Business Unit # 320AD
Purchase Order # 25-0000165

Payment Terms:	Freight Terms:	Ship Via:	PCC:	PO Date:	PO End Date:	PO Method:	Dispatch:	Rev Dt:
N/A	N/A	N/A	E	09/01/2024		DG	Dispatch Via Print	

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

Vendor: TOTAL SECURITY CORPORATION
DBA LOCKSMITH SERVICES OF TYLER
PO BOX 7397
TYLER TX 75711-7397
United States

Ship To: Texas Workforce Commission
3800 PALUXY DR STE 575
TYLER TX 75703-1659
United States

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

Vendor ID: 1752639628 004

Purchaser: MaryLou Ochoa
Phone:
Fax:
Email: marylou.ochoa@twc.texas.gov

PO Information:
34 TEX. ADMIN. CODE § 20.82(b)(1); Competitive bidding is not required for purchases of $10,000 or less.

Per Locksmith Services of Tyler corresponding email dated 07/12/2024.
By acceptance of this purchase order, Vendor agrees that only TWC Standard Terms Conditions Revised 01/30/2024 (ATTACHMENT I) apply to this order.

TWC Contact:
Name: Sarah Frias
Tel: 817-436-4109
E-mail: sarah.frias@twc.texas.gov

Vendor Contact:
Name: Christie Burt
Tel: 903-595-2247
E-mail: accounting@locksmithservicesoftyler.com

Submit invoices via email to APPO@TWC.texas.gov and the TWC Contact listed above. PDF or Word Documents are only 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.

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	REG4 LOCKSMITH SERVICES TYLER	13060	910/48	1.0000	LOT	$200.00000	$200.00	07/17/2024

Schedule Total $200.00

ReqID:
0000048217

Region 4- offices- Locksmith services for keys, locks and other services for all offices to secure doors to buildings, cabinets and any/all confidential information of staff and customers in R4. September 2024

Item Total for Line # 1 $200.00

Authorized Signature
Sonya Bebley, CTCD, CTCM
Sonya Bebley, CTCD, CTCM
07/17/2024

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	REG4 LOCKSMITH SERVICES2 TYLER	13060	910/48	1.0000	LOT	$500.00000	$500.00	07/17/2024

Schedule Total $500.00

ReqID:
0000048217

Region 4- offices- Locksmith services for keys, locks and other services for all offices to secure doors to buildings, cabinets and any/all confidential information of staff and customers in R4. October 2024- August 2025

Item Total for Line # 2 $500.00

Total PO Amount $700.00

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 Bebley, CTCD, CTCM
Sonya Bebley, CTCD, CTCM
07/17/2024