



Procurement and Contracts
Business Unit # 320AD
Purchase Order # 25-0000230

Page: 1 of 2

Payment Terms: N/A Freight Terms: N/A Ship Via: N/A PCC: 0 PO Date: 09/01/2024 PO End Date: 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: WORKQUEST
1011 E 53RD 1/2 ST
AUSTIN TX 78751-1703
United States

Ship To: Texas Workforce Commission
3650 N BUCKNER STE 102
DALLAS TX 75228
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: 1741976051 001

Purchaser: Michael Kagan
Phone: (737) 400-5664
Fax:
Email: michael.kagan@twc.texas.gov

TWC Prefers Electronic Submission

PO Information:

Professional Service. Texas Govt Code 2254

Vendor Contact - Workquest

PCC Legal Cites that is applicable to your procurement

Submit invoices via email to APPO@twc.texas.gov PDF or Word Documents only are accepted. All Invoices must include reference to TXSMB PO and TWC PO Internal Tracking #.

Best Value awarded in accordance with Texas Gov. Code, Title 10, Subtitle D, Chapter 2155, Section 2155.074

By acceptance of this purchase order, Vendor agrees that only TWC Standard Terms Conditions Revised dated 1/30/24 (ATTACHMENT 1)

TWC Contact
Name: Sarah A Frias
E-mail: sarah.frias@twc.texas.gov

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	DSE_JANITORIAL SVC	13060	910/39	1.0000	MO	\$1,665.05000	\$1,665.05	09/01/2024

Schedule Total \$1,665.05

ReqID:
0000048351

REGION 2-DALLAS-3650 N Buckner Blvd., Ste. 102, Dallas, 75228-Janitorial Services to keep office clean and sanitized. Sept 2024

Item Total for Line # 1 \$1,665.05

Authorized Signature

Sonya Bebley, CTCD, CTCM

Sonya Bebley, CTCD, CTCM

07/22/2024



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	DSE_JANITORIALSVC2	13060	910/39	11.0000	MO	\$1,665.05000	\$18,315.55	09/01/2024
							Schedule Total	\$18,315.55
REGION 2-DALLAS-3650 N Buckner Blvd., Ste. 102, Dallas, 75228-Janitorial Services to keep office clean and sanitized. Oct. 2024-Aug 2025								
Item Total for Line # 2								\$18,315.55
Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	DSE_FLOOR CLEANING	13060	910/39	2.0000	MO	\$2,027.88000	\$4,055.76	09/01/2024
							Schedule Total	\$4,055.76
REGION 2-DALLAS-3650 N Buckner Blvd., Ste. 102, Dallas, 75228-Janitorial Services to keep office clean and sanitized.								
Item Total for Line # 3								\$4,055.76
Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	DSE_WINDOW CLEANING	13060	910/39	2.0000	MO	\$192.00000	\$384.00	09/01/2024
							Schedule Total	\$384.00
REGION 2-DALLAS-3650 N Buckner Blvd., Ste. 102, Dallas, 75228-Janitorial Services to keep office clean and sanitized.								
Item Total for Line # 4								\$384.00

Total PO Amount \$24,420.36

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

07/22/2024