

Vendor:

## **Procurement and Contracts** Business Unit # 320AD Purchase Order # 25-0000239

Page: 1 of 2

PO Date: PO End Date: PO Method: Rev Dt: Payment Terms: Freight Terms: Ship Via: PCC: Dispatch:

09/01/2024 N/A 0 DG Dispatch Via Print

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

Ship To: **Texas Workforce Commission** 4700 BROADWAY ST STE E100

**GALVESTON TX 77551-4224** 

**United States** 

APPO@twc.texas.gov or Bill To:

**Texas Workforce Commission** 

**TWC Prefers Electronic Submission** 

101 E 15TH ST RM 470

AUSTIN TX 78778-0001

**United States** 

Michael Kagan (737) 400-5664

Email: michael.kagan@twc.texas.gov

WORKQUEST

**United States** 

1011 E 53RD 1/2 ST

AUSTIN TX 78751-1703

PO Information:

Purchaser:

Phone: Fax:

Professional Service. Texas Govt Code 2254

Vendor Contact - Workquest

Vendor ID: 1741976051 001

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: Darlene R Rousseau

E-mail: darlene.rousseau@twc.texas.gov

Line-Sch: Line Description: PCA: Class/Item: Quantity: UOM: **Unit Price: Extended Amt:** Due Date:

FY2025 Janitorial Service -13060 958/63 1.0000 MO \$1,539.20000 \$1,539.20 1-1

Galveston Office -

September 2024 Schedule Total \$1,539.20

> RegID: 0000048479

FY2025 for Janitorial Services 4700 Broadway, Ste E-100 for September 2024

Item Total for Line #1

\$1,539.20

09/01/2024

**Authorized Signature** 

Sonya Bebley, CTCD, CTCM

Sonya Bebley, CTCD, CTCM

07/22/2024



## **Procurement and Contracts** Business Unit # 320AD Purchase Order # 25-0000239

Page: 2 of 2

Line Description: Line-Sch: 2-1 FY2025 for Janitorial Services 4700 Broadway,

Ste E-100 for Oct 24 - Aug

PCA: Class/Item: 13060 958/63

Quantity: 11.0000

UOM: MO

Unit Price: \$1,539.20000 **Extended Amt:** \$16,931.20

Schedule Total

**Due Date:** 

10/01/2024

RegID: 0000048479

FY2025 for Janitorial Services 4700 Broadway, Ste E-100 for October 2024 - August 31, 2025

Item Total for Line # 2

\$16,931.20

\$16,931.20

Line-Sch: Line Description: 3-1

Ste E-100

FY2025 for Carpet Cleaning 4700 Broadway, PCA: Class/Item: 13060 958/63

Quantity: 1.0000

UOM: **JOB** 

**Unit Price:** \$452,40000

**Extended Amt:** \$452.40

Due Date:

**Schedule Total** 

09/01/2024

RegID: 0000048479

FY2025 for Carpet Cleaning 4700 Broadway, Ste E-100

Item Total for Line #3

\$452.40

\$452.40

**Total PO Amount** 

\$18,922.80

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

07/22/2024