



## Procurement and Contracts

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Texas SmartBuy PO #

Business Unit # 320AD

Purchase Order # 25-0001222

**Payment Terms:** N/A **Freight Terms:** N/A **Ship Via:** N/A **PCC:** X **PO Date:** 11/06/2024 **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:** DREAM RANCH LLC  
DBA DREAM RANCH OFFICE SUPPLIES  
129 N 2ND ST STE B  
KRUM TX 76249-9327  
United States

**Ship To:** Texas Workforce Commission  
4611 50TH ST  
UNIT D  
LUBBOCK TX 79414-3500  
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:** 1270077967 005

**Purchaser:** Gregory Kolz  
**Phone:** (737) 400-5673  
**Fax:**  
**Email:** gregory.kolz@twc.texas.gov

**TWC Prefers Electronic Submission**

### PO Information:

Delegated Purchase \$10000 or Less

\*\*\*DO NOT DUPLICATE THIS ORDER - (TXSMARTBUY PO NUMBER 2503379 HAS BEEN SUBMITTED TO VENDOR VIA EMAIL ON 11/06/2024)

- Optional for offline sale vendors. FOR PAYMENT PROCESSING PURPOSES ONLY\*\* Purchase Order issue in accordance to TXMAS contracts:  
34 TX Admin. Code 20.231-.233 for Multiple Award Schedule.

TXMAS Contract XXXXXXX  
Contract start date: XX/XX/XXXX  
Contract end date: XX/XX/XXXX

Delivery Terms: XX Days ARO

Contract Manager -  
Name:  
Phone:  
Email:

Vendor Contact -  
Name  
Phone:  
Email:

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 will 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."

"Delivery Contact: [ Contact Name and Phone Number]

Delivery Hours: Mon-Fri 8:00AM-4:30PM

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 "

Authorized Signature

*Sonya Bebley, CTCD, CTCM*

Sonya Bebley, CTCD, CTCM

11/07/2024



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	7530014471353 Legal Pad, Ruled, 8 1/2 X 11 3/4, White, 50 Sheets,	13069	615/15	3.0000	DOZ	\$18.36000	\$55.08	11/06/2024
							Schedule Total	\$55.08
							RegID:	
							0000049648	
							Item Total for Line # 1	\$55.08
Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Freight	13800	962/86	1.0000	EA	\$20.30000	\$20.30	11/06/2024
							Schedule Total	\$20.30
							Item Total for Line # 2	\$20.30
							Total PO Amount	\$75.38

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

11/07/2024