



Procurement and Contracts
Texas SmartBuy PO # 25080603
Business Unit # 320AD
Purchase Order # 25-0002444

Page: 1 of 3

Payment Terms: N/A **Freight Terms:** N/A **Ship Via:** N/A **PCC:** E **PO Date:** 03/06/2025 **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
400 E HACKBERRY AVE
MCALLEN TX 78501-9222
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: Gregory Kolz
Phone: (737) 400-5673
Fax:
Email: gregory.kolz@twc.texas.gov

TWC Prefers Electronic Submission

PO Information:

Wish List
PS PO
PS PO
Approvals
TSB PO Contract
TSB PO
SET ASIDE: WORKQUEST : TX GOVT CODE §§ 2155.132 (F)(2), 2155.138, TX HUMAN RESOURCES CODE, § 122
6485-South Texas Tele Center
Essential office supplies to support operations of the Tele Center.
Some items not found (quantity wise) in Texas Smart Buy.
Inside delivery. Wish list added.
Checklist
FT
VPTS
Email Conformation

Ship to Comments:

6485-South Texas Tele Center
Essential office supplies to support operations of the Tele Center.
Inside delivery. Wish list added.

Ship to Comments:

6485-South Texas Tele Center
Essential office supplies to support operations of the Tele Center.
Inside delivery. Wish list added.

Ship to Comments:

6485-South Texas Tele Center
Essential office supplies to support operations of the Tele Center.
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Ship to Comments:

6485-South Texas Tele Center
Essential office supplies to support operations of the Tele Center.
Some items not found (quantity wise) in Texas Smart Buy.
Inside delivery. Wish list added.

Ship to Comments:

485-South Texas Tele Center
Essential office supplies to support operations of the Tele Center.
Some items not found (quantity wise) in Texas Smart Buy.
Inside delivery. Wish list added.

Signature on File



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Ship to Comments:

6485-South Texas Tele Center
Essential office supplies to support operations of the Tele Center.
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Ship to Comments:

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Essential office supplies to support operations of the Tele Center.
Some items not found (quantity wise) in Texas Smart Buy.
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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	1 inch Pressboard binders (black) (each)	13069	615/73	12.0000	EA	\$2.90000	\$34.80	03/06/2025
							Schedule Total	\$34.80
							ReqID: 0000050936	

Item Total for Line # 1 \$34.80

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Blue 1 1/2 inch binders with inside pouch/pocket each	13069	615/73	12.0000	EA	\$4.17000	\$50.04	03/06/2025
							Schedule Total	\$50.04
							ReqID: 0000050936	

Item Total for Line # 2 \$50.04

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	Window envelopes #10	13069	310/24	4.0000	BOX	\$31.63000	\$126.52	03/06/2025
							Schedule Total	\$126.52
							ReqID: 0000050936	

Item Total for Line # 3 \$126.52

Total PO Amount \$211.36

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.



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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.

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