



Procurement and Contracts
Business Unit # 320AD
Purchase Order # 25-0003042

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Payment Terms: N/A **Freight Terms:** N/A **Ship Via:** N/A **PCC:** D **PO Date:** 04/25/2025 **PO End Date:** **PO Method:** IT **Dispatch:** Dispatch Via Print **Rev Dt:**

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

Vendor: TEKGRATION LLC
539 W COMMERCE ST # 757
DALLAS TX 75208-1953
United States

Ship To: Texas Workforce Commission
1117 TRINITY ST
RM 342T
AUSTIN TX 78701-1919
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: 1832002617 001

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

TWC Prefers Electronic Submission

PO Information:

Tekgration Quote # 1213 dated 4/25/25

By acceptance of this purchase order, Vendor agrees that only TWC Standard Terms Conditions dated 2/19/25 (ATTACHMENT 1) apply to this order.

Delivery Terms: 3-5 days

This purchase is according to Delegated AIS not on DIR contract per 34 Texas Administrative Code § 20.391.

State Agencies are granted an exemption from the statutory requirement to purchase IT commodities through a DIR contract for procurements not to exceed \$10,000.

[DIR Waiver or exemption Information, if applicable]

TWC Contact
Name: Ginger Jarosek
Tel: (737) 667-5748
E-mail: ginger.jarosek@twc.texas.gov

Vendor Contact
Name: Tekgration
Tel: 210-729-9339
E-mail: staci.beane@tekgration.com

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 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.

PO 25-0003042 Divestment Statue

Email to Vendor 4-25-25

PO 25-0003042 PCC D Checklist

PO 25-0003042 PR Requisition

PO 25-0003042 PR Approval

PO 25-0003042 Quote

Purchase Order 25-0003042

PO 25-0003042 Vendor Compliance Checklist

Terms and Condition

Ship to Comments:

Signature on File

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