



# Purchase Order

## PO No. 25121355

Order Date: 4/25/2025

Internal Tracking No.: PR 51512 PO 25-0003045

### Contractor Info

Staples Contract & Commercial LLC  
10433908166  
500 Staples Drive  
Framingham, MA 01702

### Bill To

101 EAST 15TH ST., RM 446  
Accts Payable: APPO@twc.state.tx.us  
AUSTIN TX 78778

### Ship To

4611 50th Street, Unit D  
Attn: Kaysha Hair  
Lubbock TX 79414

**NOTE TO CONTRACTOR:** Kaysha Hair  
kaysha.hair@twc.texas.gov

### Disclaimer

The State of Texas is exempt from all Federal Excise Taxes except as noted in each contract.

### 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 in 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, or a Texas County, City, Special District, or Other Political Subdivision.

## Signature on File

### Texas Comptroller of Public Accounts – Statewide Procurement Division

Agency	Purchaser	Email	Phone
Texas Workforce Commission - 320	MaryLou Ochoa	marylou.ochoa@twc.texas.gov	(512) 111-1111

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
1	60565	465152	<b>Swingline174; LightTouch174; Heavy Duty 2-7 Hole Punch, 40 Sheet Capacity, Gray (A7074357)</b> Contract: 615-C1 Contract Type: Term Delivery ARO (days): 3 Delivery Date: 4/28/2025 MPN: 465152-1855753 Manufacturer Name: GENERAL BINDING CORP ACCO	1	EACH	63.74	\$63.74

**Total \$63.74**