



Procurement and Contracts
 Texas SmartBuy PO # 25137885
 Business Unit # 320AD
 Purchase Order # 25-0003294

Payment Terms: N/A **Freight Terms:** N/A **Ship Via:** N/A **PCC:** A **PO Date:** 05/16/2025 **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: ODP BUSINESS SOLUTIONS LLC
 PO BOX 660113
 DALLAS TX 75266-0113
United States

Ship To: Texas Workforce Commission
 101 E 15TH ST
 RM 116
 AUSTIN TX 78778
 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: 1862161688 001

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

TWC Prefers Electronic Submission

PO Information:

Approvals
 Checklist
 PS PO
 TSB Contract
 TSB PO
 RTW office supplies - Order request is in Line 1
 Vendor TXMAS
 Sylvia Rodriguez POC
 RTW office supplies - Order request is in Line 1
 Vendor TXMAS
 Sylvia Rodriguez POC

Ship to Comments:

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Baumgartens Small Plastiklips Paper Clips, Assorted colors, 1000/Bx	13802	615/69	1.0000	EA	\$12.15000	\$12.15	05/16/2025
							Schedule Total	<input type="text" value="\$12.15"/>
					ReqID: 0000051490			
							Item Total for Line # 1	<input type="text" value="\$12.15"/>

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Staples 2" Binder Clips, Large, black, 12/Pack (10669)	13802	615/69	8.0000	PAK	\$1.94000	\$15.52	05/16/2025
							Schedule Total	<input type="text" value="\$15.52"/>
					ReqID: 0000051490			
							Item Total for Line # 2	<input type="text" value="\$15.52"/>

Signature on File



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	Advantus Fabric Panel Wall cubicle Clips, black, 50/Box (AVT75345)	13802	615/69	1.0000	BOX	\$13.04000	\$13.04	05/16/2025
							Schedule Total	<input type="text" value="\$13.04"/>
					ReqID: 0000051490			
							Item Total for Line # 3	<input type="text" value="\$13.04"/>

Total PO Amount

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.

