



**Procurement and Contracts**  
**Business Unit # 320AD**  
**Purchase Order # 19-0003988**

Payment Terms: N/A    Freight Terms: N/A    Ship Via: N/A    PCC: E    Date: **02/28/19**    PO Method: **SV**    Dispatch: **Dispatch Via Print**    Rev Dt:

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

**Vendor:** METRO ELECTRIC INC  
 PO BOX 4270  
 BROWNSVILLE TX 78523  
 United States

**Ship To:** Texas Workforce Commission  
 400 E HACKBERRY AVE  
 MCALLEN TX 78501-9222  
 United States

**Bill To:** APPO@twc.state.tx.us or  
  
 Texas Workforce Commission  
 101 E 15TH ST  
 RM 446  
 AUSTIN TX 78778-0001  
 United States

**Vendor ID:** 1741732655

**Purchaser:** Jessica Kabina Barcenas  
**Phone:** 512/936-4482  
**Fax:** 512 475 3502  
**Email:** jessica.barcenas@twc.state.tx.us

**TWC Prefers Electronic Submission**

**PO Information:**

Preferred Vendor: Metro Electric Inc. 1901 Industrial Drive, McAllen Texas 78504  
 Light fixture located at the South entrance of the South Texas Tele-Center by Admin Asst. Desk and East Entrance light fixture are not working. New bu bs have been replaced, and the lights still do not come on. It seems it maybe an electrical problem.  
 Please copy : mcallen.admteam@twc.state.tx.us and hermelinda.benavides@twc.state.tx.us when responding with Requisition or PO information.  
 Delegated Purchase \$5000 or Less

Preferred Vendor: Metro Electric Inc. 1901 Industrial Drive, McAllen Texas 78504

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Point of Contact: Hermelinda Benavides 956-984-4905

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Repair Light Fixtures	910/82	1.0000	LOT	\$500.00000	\$500.00	02/28/2019
						<b>Schedule Total</b>	\$500.00
						ReqID:	
						0000020303	
						<b>Item Total for Line # 1</b>	\$500.00

**Authorized Signature**

**02/28/2019**



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**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.

**Authorized Signature**

A handwritten signature in blue ink that reads "Glenn Smith".

**02/28/2019**