



**Procurement and Contracts**  
**Business Unit # 320AD**  
**Purchase Order # 20-0001348**

Payment Terms: N/A    Freight Terms: N/A    Ship Via: N/A    PCC: E    Date: 10/03/19    PO Method: DG    Dispatch: **Dispatch**    Rev Dt:  
**Via Print**

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

**Vendor:** NATIONAL WORKFORCE INSTITUTE LLC  
6001 N ADAMS RD STE 100  
BLOOMFIELD HILLS MI 48304-1575  
**United States**

**Ship To:** Texas Workforce Commission  
3555 TIMMONS LN STE 790  
HOUSTON TX 77027-6466  
**United States**

**Vendor ID:** 1900648281

**Purchaser:** Linda Alphonse  
**Phone:** 512/936-3327  
**Fax:** 512 475 3502  
**Email:** linda.alphonse@twc.state.tx.us

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

**TWC Prefers Electronic Submission**

**PO Information:**

Delegated Purchase \$5000 or Less  
Quote 11822  
Training is for Workforce Solutions Professionals Academy to be held November 4-7, 2019  
TWC POC: Shantesa C Terrell (832) 681-2642

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Lewis, Shelia_EID # [REDACTED]	924/41	1.0000	EA	\$110.00000	\$110.00	10/24/2019
						<b>Schedule Total</b>	[ \$110.00 ]
						ReqID:	
						0000024008	
						<b>Item Total for Line # 1</b>	[ \$110.00 ]

Authorized Signature

**10/03/2019**



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
2- 1	Tate, Tychera_ EID # [REDACTED]	924/41	1.0000	EA	\$110.00000	\$110.00	10/24/2019
						<b>Schedule Total</b>	[ \$110.00 ]
						ReqID: 0000024008	
						<b>Item Total for Line # 2</b>	[ \$110.00 ]
3- 1	Clark, Jamie_ EID # [REDACTED]	924/41	1.0000	EA	\$110.00000	\$110.00	10/24/2019
						<b>Schedule Total</b>	[ \$110.00 ]
						ReqID: 0000024008	
						<b>Item Total for Line # 3</b>	[ \$110.00 ]
						<b>Total PO Amount</b>	[ \$330.00 ]

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**

*Melvin Smith*

**10/03/2019**