



Procurement and Contracts
 Texas SmartBuy PO # 23147202
 Business Unit # 320AD
 Purchase Order # 23-0003634

Payment Terms: N/A **Freight Terms:** N/A **Ship Via:** N/A **PCC:** A **Date:** 05/03/23 **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: STAPLES PRINT SOLUTIONS
 STAPLES CONTRACT & COMMERCIAL LLC
 DBA STAPLES BUSINESS ADVANTAGE
 PO BOX 660409
 DALLAS TX 75266-0409
United States

Ship To: Texas Workforce Commission
 3311 RICHMOND AVE STE 175
 HOUSTON TX 77098
 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: 1043390816

Purchaser: Kelly A Hall
Phone: (737) 667-5150
Fax:
Email: kelly.hall@twc.texas.gov

TWC Prefers Electronic Submission

PO Information:

Term - 615- A1

Item Detail: Tote, In-line Skate Wheels, padded computer pocket protects most 15.6" laptops, padded open-top pockets, locking retractable handle, black, Freight Included

TWC POC: Sylvia Martinez / silvia.martinez@twc.texas.gov / +1 (713) 692-7755 x2124

Shipping Address:
 Texas Workforce Commission
 Attention: Sylvia Martinez
 3311 RICHMOND AVE
 STE 175
 Houston, TX 77098

Contractor: Staples Contract Commercial, LLC
 Contact Name: Jonathan McEwen
 Email: Jonathan.mcewen@staples.com
 Phone:(210) 253-7267
 Alternate Contact Name: Customer Service
 Alternate Email: support_ct@staples.com
 Alternate Phone: (800) 574-7477

Authorized Signature

Sonya Babley, CTCD, CTCM

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05/03/2023



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Tote, In-line Skate Wheels, padded computer pocket protects most 15.6" laptops, padded open-top pockets, locking retractable handle, black	530/60	1.0000	EA	\$50.54000	\$50.54	05/05/2023
						Schedule Total	<input type="text" value="\$50.54"/>
				ReqID:			
				0000042098			
						Item Total for Line # 1	<input type="text" value="\$50.54"/>
						Total PO Amount	<input type="text" value="\$50.54"/>

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
Sonya Babley, CTCD, CTCM
Sonya Babley, CTCD, CTCM
05/03/2023