



Procurement and Contracts  
 Business Unit # 320AD  
 Purchase Order # 23-A003756  
 Purchase Order Change Notice (# 1)

Payment Terms: N/A    Freight Terms: N/A    Ship Via: N/A    PCC: E    Date: 05/16/23    PO Method: DG    Dispatch: Dispatch Via Print    Rev Dt: 05/16/23

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

Vendor: PERRY OFFICE PRODUCTS INC  
 P O BOX 1200  
 TEMPLE TX 76503  
 United States

Ship To: Texas Workforce Commission  
 6400 E HIGHWAY 290  
 STE 201  
 AUSTIN TX 78723-1032  
 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: 1742262229

Purchaser: Michael Kagan  
 Phone: (737) 400-5664  
 Fax:  
 Email: michael.kagan@twc.texas.gov

TWC Prefers Electronic Submission

**PO Information:**

POCN 1 added comments

This new PO replaces the original PO 23-0003756

Quote # SO-1520758

Delegated purchase \$10,000 or less

POC - Melissa McKee  
 (737) 301-1334  
 melissa.mckee@twc.texas.gov

Replacement air filters for air filter machines for office.

**Ship to Comments:**

Please ship to Melissa McKee 6400 US Highway 290 E # 201 Austin, Tx 78723

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Misoffice bisell air 220 Air Purifier Replacement Filter Pack 3289	031/44	2.0000	EA	\$83.00000	\$166.00	05/19/2023

Schedule Total

ReqID:  
0000042391

Item Total for Line # 1

Authorized Signature

*Sonya Babley, CTCD, CTCM*

Sonya Babley, CTCD, CTCM

05/16/2023



Procurement and Contracts  
 Business Unit # 320AD  
 Purchase Order # 23-A003756  
 Purchase Order Change Notice (# 1)

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Miscoffice Medify MA-15 Genuine Replacement Filter	031/44	8.0000	EA	\$105.00000	\$840.00	05/19/2023
						<b>Schedule Total</b>	<input type="text" value="\$840.00"/>
				<b>ReqID:</b>			
				0000042391			
						<b>Item Total for Line # 2</b>	<input type="text" value="\$840.00"/>
						<b>Total PO Amount</b>	<input type="text" value="\$1,006.00"/>

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**  
*Sonya Babley, CTCD, CTCM*  
 Sonya Babley, CTCD, CTCM  
 05/16/2023