



PURCHASE ORDER

PO Number:303-0-0155

Requisition Number:303-0-00368

Order Date: 9/24/2019

Released

MAIL INVOICE TO AGENCY BELOW

TEXAS FACILITIES COMMISSION
 FISCAL MANAGEMENT / ACCOUNTS PAYABLE
 P.O. BOX 13047 Austin, Texas 78711-3047
 OR
 email to: accountspayable@tfc.state.tx.us

Delivery Location

E. O. Thompson Building
 920 Colorado
 ATTN: Loren Smith
 Austin, TX 78701

Show numbers on all papers and packages

Referenced Source or Vendor

15819508423
 American Facility Services
 1325 Union Hill Industrial Court, Suite A
 Alpharetta, GA 30004
 Shawn Hall
 Phone:512-298-8458, Fax:770-475-7720
shall@amfacility.com

Carpet Cleaning.

Reference attached quote dated 09/17/2019.

Description TFC Contact:
 Loren Smith
 (512) 936-2117
loren.smith@tfc.state.tx.us

Services performed under this agreement are not considered complete for purposes of payment until TFC, or its authorized designee, inspects and accepts the work performed by the vendor.

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Description: Carpet Cleaning. Work Order #:702596	1	Job	\$469.84	9/24/2019	10/31/2019	\$469.84

NIGP Class: 910
NIGP Item: 09
Object Class: 277
Reimbursement Type: Reimbursable
Notes: Reimbursable by Texas Department of Licensing and Regulation (TDLR) Agency 452

Grand Total \$469.84

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512) 463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

Agency	TFC
Fiscal Year	2020
Division	Planning and Real Estate Mgmt
Program	Property Management
Phone	5129362117
Org Code	0441 - Maint.-Capitol Zone
Type of Purchase/PCC Code	'E' Purchases of commodities/services when the total amount is between \$0.00 - \$5,000.00
Work Order Number	702596

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

Invoicing Standards

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.

TEXAS FACILITIES COMMISSION INTERNAL PURCHASING

PURCHASER: _____
 Moran, David - CTCD, CTCM, 5124631879

(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Chapter20, Title 122A, Revised Civil

Statutes of Texas, for purchase of tangible personal property described in this number order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas

[\(Show Terms And Conditions...\)](#)