



## PURCHASE ORDER

**PO Number:303-0-0186**

*Requisition Number:303-0-00441*

**Order Date:** 10/3/2019

**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](mailto:accountspayable@tfc.state.tx.us)

**Delivery Location**

Parking Garage R, Warehouse  
1706 San Jacinto Blvd.  
Austin, TX 78701

**Show numbers on all papers and packages**

**Referenced Source or Vendor**

1741976051100  
WorkQuest  
1011 EAST 53 1/2 STREET  
Austin, TX 78751  
Abby Monk  
Phone:512-451-8145, Fax:  
[amonk@tibh.org](mailto:amonk@tibh.org)

Custodial Supplies

TxSmartBuy PO #20014451

**Description**

Contract: 365-A1, 485-A1

TFC Contact:

Pete Aragon

(512) 463-3209

[pete.aragon@tfc.state.tx.us](mailto:pete.aragon@tfc.state.tx.us)

**Line Items**

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Soap, Hand, Lotion, 800mL Pouch, Pink Floral, 12/CS	20	CASE	\$67.58	10/3/2019	10/18/2019	\$1,351.60

**NIGP Class:** 485

**NIGP Item:** 86**Object Class:** 300**Reimbursement Type:** Not Reimbursable**Notes:** Commodity Code: 48586551003

Sponge, Scrubber Combo, 6-5/8" x  
3 3/4", Plus Freight Order Less than  
10 Dozen

<b>NIGP Class:</b> 485	12	DOZ	\$10.50	10/3/2019	11/8/2019	\$126.00
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**NIGP Item:** 88**Object Class:** 300**Reimbursement Type:** Not Reimbursable**Notes:** Commodity Code: 48588851203

Pad, Floor Maintenance, High  
Productivity Stripping, 20", 5 Pads/  
CS, Freight Included

<b>NIGP Class:</b> 365	20	CASE	\$56.44	10/3/2019	11/8/2019	\$1,128.80
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**NIGP Item:** 10**Object Class:** 300**Reimbursement Type:** Not Reimbursable**Notes:** Commodity Code: 36510851509**Grand Total \$2,606.40**

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.)

<b>Agency</b>	TFC
<b>Fiscal Year</b>	2020
<b>Division</b>	Planning and Real Estate Mgmt
<b>Program</b>	Property Services
<b>Phone</b>	5124633209
<b>Org Code</b>	0451 - Custodial - Austin Day
<b>Type of Purchase/PCC Code</b>	'A' Purchases as Automated Term Contracts using TxSmartBuy
<b>Work Order Number</b>	STOCK

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

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