



# PURCHASE ORDER

**PO Number:303-0-0264**

*Requisition Number:303-0-00589*

**Order Date: 10/23/2019**

**Ordered**

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**

Lyndon B. Johnson Building  
111 E. 17th Street  
Austin, TX 78701

**Show numbers on all papers and packages**

**Referenced Source or Vendor**

14524944221.01  
Binswanger Glass - Congress Location  
3804 South Congress Ave.  
Austin, TX 78704  
Elka Alexander  
Phone:512-472-2421, Fax:C: 512-563-0254  
[ElkaAlexander@BinswangerGlass.com](mailto:ElkaAlexander@BinswangerGlass.com)

LBJ / Room 113 First Floor - Replace broken window  
TFC Contact: Robert Goodwin  
512-463-0024

**Description** [Robert.Goodwin@tfc.state.tx.us](mailto:Robert.Goodwin@tfc.state.tx.us)  
Reference Quote #Q083096919

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
Building: LBJ	1	Job	\$2,350.10	10/23/2019	12/16/2019	\$2,350.10
Location: Room 113 First Floor						
Description: Replace broken window						
Work Order # 704345						
Work Start Date: 10/16/19						
Work End Date: 12/16/19						

Oversight Responsibilities: Robert Goodwin 512-844-3890

**NIGP Class:** 910

**NIGP Item:** 30

**Object Class:** 266

**Reimbursement Type:** Not Reimbursable

**Grand Total \$2,350.10**

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 Management
<b>Phone</b>	5124630024
<b>Org Code</b>	0442 - Facility Maintenance
<b>Type of Purchase/PCC Code</b>	'E' Purchases of commodities/services when the total amount is between \$0.00 - \$5,000.00
<b>Work Order Number</b>	704345

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: \_\_\_\_\_

Sacharnoski, Mary - CTPM, 5129360647

**(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 Tex. Tax Code § 151.309 (1993), for purchase of tangible property described in this purchase order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

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