



PURCHASE ORDER

PO Number:303-0-0450

Requisition Number:303-0-01037

Order Date: 1/2/2020

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

Surplus Property, San Antonio
 2103 Ackerman Road
 San Antonio, TX 78219

Show numbers on all papers and packages

Referenced Source or Vendor

33073073075
 TEXAS SECRETARY OF STATE
 BONDS AND INSURANCE SECTION
 PO BOX 13777
 AUSTIN, TX 787113777

Application for Dana Reininger for reappointment as Texas Notary Public - No Bond.

See the attached application form and SORM State Employee acknowledgement form

Description TFC Contact:
 Dana Rininger, (210)661-238

Sec. 771.003. AUTHORITY TO CONTRACT; EXCEPTIONS. (a) A state agency may agree or contract with another state agency for the provision of necessary and authorized services and resources.
 Exempt Purchase TGC 771 Interagency Agreement

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Application for Dana Reininger for reappointment as Texas Notary Public Without Bond. Commission expires 4 years from approval date.	1	EA	\$11.00	1/2/2020	3/3/2020	\$11.00
NIGP Class: 963						

NIGP Item: 39
Object Class: 210
Reimbursement Type: Not Reimbursable

Grand Total \$11.00

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	Executive
Program	Surplus Property - Federal/State
Phone	2106612381
Org Code	0317 - F S P - San Antonio
Type of Purchase/PCC Code	' ' Exempt with Specific Legal Cite
Work Order Number	n/a

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: _____

Sastry, Archana - CTCM, CTPM, 5124632743

(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.

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