



## PURCHASE ORDER

**PO Number:303-0-0460**

*Requisition Number:303-0-01010*

**Order Date:** 1/8/2020

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

**Delivery Location**

--Select--

**Show numbers on all papers and packages**

**Referenced Source or Vendor**

13639490005

Insight Public Sector

6820 South Harl Avenue

Tempe, AZ 85283

Daniel Yaude

Phone:509-742-2394, Fax:512-691-9480

DYaude@INSIGHT.COM

Adobe Pro Annual Subscriptions

**Description** This Purchase Order is issued in accordance with DIR Contract: DIR-TSO-4052.

Refer to Insight Quotation No. 221814133, dated 12/12/19.

**Line Items**

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Adobe Acrobat Pro DC for teams - Team	30	EA	\$171.31	1/9/2020	2/7/2020	\$5,139.30

**NIGP Class:** 208

**NIGP Item:** 11

**Object Class:** 380

**Reimbursement Type:** Not Reimbursable

**Notes:** -

QTY: 12 to Org Code: 0802

QTY: 4 to Org Code: 0101  
 QTY: 1 to Org Code: 0115  
 QTY: 1 to Org Code: 0441  
 QTY: 2 to Org Code: 0601  
 QTY: 8 to Org Code: 0603  
 QTY: 2 to Org Code: 0805

ADOBE VIPG CREATIVE CLOUD FOR TEAMS ALL APPS

**NIGP Class:** 208

**NIGP Item:** 11

1 EA \$819.29 1/9/2020 2/7/2020 \$819.29

**Object Class:** 380

**Reimbursement Type:** Not Reimbursable

**Notes:** -

QTY: 1 to Org Code: 0330

**Grand Total \$5,958.59**

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>	Facilities Design and Construction
<b>Program</b>	Facilities Design and Construction
<b>Phone</b>	5124638714
<b>Org Code</b>	0802 - Project Management
<b>Type of Purchase/PCC Code</b>	'I' DIR Contract Non-Bulk Purchase
<b>Work Order Number</b>	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: \_\_\_\_\_  
Gonzalez, James - CTCD, CTCM, 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.

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