



PURCHASE ORDER

PO Number:303-0-0482

Requisition Number:303-0-01115

Order Date: 1/17/2020

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

Delivery Location

Parking Garage R, Warehouse
 1706 San Jacinto Blvd.
 Attention: Jay Dancer
 Austin, TX 78701

Show numbers on all papers and packages

Referenced Source or Vendor

17430851307
 V-QUEST OFFICE MACHINES & SUPPLIES LTD
 4159 E STATE HIGHWAY 29 STE A
 GEORGETOWN, TX 786263810
 Michelle Sandoval
 Phone:512-763-8800, Fax:512-763-8803
michelle.sandoval@v-questtx.com

Supply Request - Toner Supplies

Pricing is per attached screen print.

Description

TFC Contact: Jay Dancer
 512-463-0589
Jay.Dancer@tfc.state.tx.us

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
HP 80A (CF280A) Original Toner Cartridge - Single Pack - Laser - Standard Yield - 2700 Pages - Black - 1 Each	2	Each	\$87.72			\$175.44

Item #: HEWCF280A

NIGP Class: 207

NIGP Item: 72

Object Class: 300**Reimbursement Type:** Not ReimbursableHP 17A (CF217A) Original Toner Cartridge - Single Pack
- Laser - Standard Yield - 1600 Pages - Black - 1 Each

Item #: HEWCF217A

1 Each \$52.51 \$52.51

NIGP Class: 207**NIGP Item:** 72**Object Class:** 300**Reimbursement Type:** Not ReimbursableHP 26A (CF226A) Original Toner Cartridge - Single Pack
- Laser - 3100 Pages - Black - 1 Each

Item #: HEWCF226A

5 Each \$98.17 \$490.85

NIGP Class: 207**NIGP Item:** 72**Object Class:** 300**Reimbursement Type:** Not Reimbursable**Grand Total \$718.80**

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	Legal
Program	Records Management
Phone	5124630589
Org Code	0216 - Office Supply Allocations
Type of Purchase/PCC Code	'E' Purchases of commodities/services when the total amount is between \$0.00 - \$5,000.00
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: _____
Goll, Heather, 5124630209

(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.

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