



PURCHASE ORDER

PO Number:303-0-0487

Requisition Number:303-0-01051

Order Date: 1/22/2020

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

Central Services Bldg
1711 San Jacinto Blvd.
Austin, TX 78701

Show numbers on all papers and packages

Referenced Source or Vendor

17420539219
Texas Economic Development Council
1601 Rio Grande St #455,
Austin, TX 78701
Abi Glasser
Phone:5124808432, Fax:
abi@texasedc.org

Richard Glancey - 2020 Winter Basic Economic Development Course

Description

Reference attached quote

TFC Contact:
Veronica Perez, (512) 463-7598

Line Items

| Description | Qty | Unit | Unit Price | Start Date | End Date | Total |
|---|-----|------|------------|------------|-----------|-----------------|
| 2020 Winter Basic Economic Development Course registration fee for Richard Glancey | 1 | each | \$700.00 | 1/17/2020 | 2/17/2020 | \$700.00 |
| NIGP Class: 924 NIGP Item: 41 Object Class: 203 Reimbursement Type: Not Reimbursable | | | | | | |
| Grand Total | | | | | | \$700.00 |

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 | Executive |
| Phone | 5124637598 |
| Org Code | 0101 - Executive Staff, Commissioners, Public |
| 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: _____
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.

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