



## PURCHASE ORDER

**PO Number:303-0-0582**

Requisition Number:303-0-01333

**Order Date:** 2/24/2020

**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](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)

CONFIRMATION ORDER - WORK IS COMPLETE

Repair/Service Broken Window in LBJ Room 113.

**Description**

Pricing per attached quote.

TFC Contact:  
 Herman Ayala  
 512-463-0024  
[Herman.Ayala@tfc.state.tx.us](mailto:Herman.Ayala@tfc.state.tx.us)

**Line Items**

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Repair/Service to Board-up/Safety Backing Broken Window in LBJ Construction Area, Room 113.	1	Job	\$559.50		10/1/2019	\$559.50

**NIGP Class:** 910

**NIGP Item:** 30  
**Object Class:** 266  
**Reimbursement Type:** Not Reimbursable  
**Notes:** Work has been completed by vendor, awaiting payment.

**Grand Total \$559.50**

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 Management and Operations
<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: \_\_\_\_\_

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.

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