



PURCHASE ORDER

PO Number:303-0-0699

Requisition Number:303-0-01599

Order Date: 3/25/2020

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

Parking Garage R, Warehouse
 1706 San Jacinto Blvd.
 Austin, TX 78701

Show numbers on all papers and packages

Referenced Source or Vendor

36966966966
 Texas Correctional Industries
 PO BOX 4013
 Huntsville, TX 77342
 Customer Service
 Phone:936-437-6048, Fax:936-437-8423
 tci@tdcj.texas.gov

Name plate for New Fiscal Employee Jessica Knight

TSB Contract #: 665-A2

Description TSB Order No. 20080172

TFC Contact:

Whitney Vise, (512) 463-1911

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Name Plate, CC #66554221052-1 #715 Radiant Gold/Black Backing: Velcro Size: 9" x 3" Artwork: State Seal on Left Hand Side Font: Optima Corners: Rounded Name: JESSICA KNIGHT	27	SQ IN	\$0.25	3/20/2020	4/30/2020	\$6.75

NIGP Class: 665

NIGP Item: 54

Object Class: 334**Reimbursement Type:** Not Reimbursable**Grand Total** **\$6.75**

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	Finance
Program	Fiscal
Phone	5124631911
Org Code	0601 - Fiscal
Type of Purchase/PCC Code	'A' Purchases as Automated Term Contracts using TxSmartBuy
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.

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