



PURCHASE ORDER

PO Number:303-0-0726

Requisition Number:303-0-01665

Order Date: 4/1/2020

Ordered

**DUE TO COVID-19 AND TFC'S COMMITMENT TO TIMELY PAYMENT,
PLEASE SUBMIT INVOICE ELECTRONICALLY TO:**

accountspayable@tfc.state.tx.us

IF INVOICE IS MAILED, DELAYS MAY OCCUR.

TEXAS FACILITIES COMMISSION
FISCAL MANAGEMENT / ACCOUNTS PAYABLE
P.O. BOX 13047 Austin, Texas 78711-3047

Delivery Location

E. O. Thompson Building
920 Colorado
Austin, TX 78701

Show numbers on all papers and packages

Referenced Source or Vendor

14710239154
S&D Glassworks, LLC
3924 Woodbury Drive
Suite C
Austin, TX 78704
Sergio Campos
Phone:512-502-5984, Fax:
sergiocampos@s-dglassworks.com

EOT-10th Floor office 1015A

Description Plastic covering middle window need to be replaced.
TFC Contact: Herman Ayala
512-463-0024
herman.ayala@tfc.state.tx.us

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
EOT 10th Floor office 1015A	1	Job	\$3,300.00	4/1/2020	6/15/2020	\$3,300.00

Description: Plastic covering middle window need to be replaced.

Justification: Window on 10th floor currently has

cracked plexiglass, needs to be replaced with curved glass windowpane.

NIGP Class: 910

NIGP Item: 30

Object Class: 266

Reimbursement Type: Not Reimbursable

Notes: Work Order: #721090

Grand Total \$3,300.00

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	Facilities Management and Operations
Program	Property Management
Phone	5124630024
Org Code	0442 - Facility Maintenance
Type of Purchase/PCC Code	'E' Purchases of commodities/services when the total amount is between \$0.00 - \$5,000.00
Work Order Number	721090

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: _____

Sacharnoski, Mary - CTPM, 5129360647

(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.

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