



# PURCHASE ORDER

**PO Number:303-1-0022**

*Requisition Number:303-1-00103*

**Order Date:** 8/21/2020

**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**

Parking Garage R, Warehouse  
1706 San Jacinto Blvd.  
Attn: Matt Groce  
Austin, TX 78701

**Show numbers on all papers and packages**

**Referenced Source or Vendor**

37217217217.091  
University of Texas at Austin - Document Solutions  
2706 Montopolis Drive  
Austin , TX 78741  
Greg Hitchens  
Phone:512-232-2597, Fax:  
greg.hitchens@austin.utexas.edu

Hot Work Permits

Pricing per attached Estimate # 34091.

**Description**

TFC Contact:  
Matt Groce  
512-936-2025  
Matt.Groce@tfc.texas.gov

Sec. 771.003. AUTHORITY TO CONTRACT; EXCEPTIONS. (a) A state agency may agree or contract with another state agency for the provision of necessary and authorized services and resources. Exempt Purchase TGC 771 Interagency Agreement.

**Line Items**

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
**Hot Work Permits** Hot Work Permit Form: 6" X 8.75"	1	lot	\$2,079.92	8/21/2020	9/30/2020	\$2,079.92

2 part, both parts white paper,  
 P-1=K+pms100/0, with bleeds, 1 perf 3/4 inch from top,  
 P-2=K+pms100/same, with bleeds, No perf, collate  
 Fanapart pad, Mylar reinforce on top, drill 1/34 inch hole, attach tie string, carton pack.

Stock P-1: 20# white CB NCR carbonless paper  
 Stock P-2: 105# white CF NCR carbonless Tag paper

Qty: 2000  
 Price: \$2,079.92

**NIGP Class:** 965  
**NIGP Item:** 46  
**Object Class:** 300  
**Reimbursement Type:** Not Reimbursable

**Grand Total \$2,079.92**

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>	2021
<b>Division</b>	Facilities Management and Operations
<b>Program</b>	Property Management
<b>Phone</b>	5129362025
<b>Org Code</b>	0442 - Facility Maintenance
<b>Type of Purchase/PCC Code</b>	' ' Exempt with Specific Legal Cite
<b>Work Order Number</b>	na

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 - CTCD, 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.

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