



# PURCHASE ORDER

**PO Number:303-1-0167**

*Requisition Number:303-1-00317*

**Order Date: 10/8/2020**

**Released**

**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

--Select--

**Show numbers on all papers and packages**

### Referenced Source or Vendor

15221896937  
Carahsoft Technology Corporation  
11493 Sunset Hills Road  
Suite 100  
Reston, VA 20190  
Kimberly Barrera  
Phone:571-662-3450, Fax:703-871-8505  
kimberly.barrera@carahsoft.com

DocuSign Business Pro Edition - 35 User Licenses

DIR-TSO-4288

**Description** Pricing as per attached quote 23591859 dated 09/09/2020.

TFC Contact:  
David Tarver, 512-936-2900

### Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
DocuSign Business Pro Edition - Seat Subscription DocuSign, Inc. - APT-0271 Part No. APT-0271-679	21	EA	\$358.96	10/13/2020	10/12/2021	\$7,538.16

**NIGP Class:** 920



**NIGP Class:** 920  
**NIGP Item:** 45  
**Object Class:** 276  
**Reimbursement Type:** Not Reimbursable  
**Notes:** ORG CODE: 0804  
 LEASING

DocuSign Business Pro Edition - Seat  
 Subscription  
 DocuSign, Inc. - APT-0271  
 Part No. APT-0271-679

<b>NIGP Class:</b> 920	3	EA	\$358.97	10/13/2020	10/12/2021	\$1,076.91
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**NIGP Item:** 45  
**Object Class:** 276  
**Reimbursement Type:** Not Reimbursable  
**Notes:** ORG CODE: 0104  
 RISK MANAGEMENT

DocuSign Business Pro Edition - Seat  
 Subscription  
 DocuSign, Inc. - APT-0271  
 Part No. APT-0271-679

<b>NIGP Class:</b> 920	1	EA	\$358.97	10/13/2020	10/12/2021	\$358.97
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**NIGP Item:** 45  
**Object Class:** 276  
**Reimbursement Type:** Not Reimbursable  
**Notes:** ORG CODE: 0207  
 PROCUREMENT

DocuSign Business Pro Edition - Seat  
 Subscription  
 DocuSign, Inc. - APT-0271  
 Part No. APT-0271-679

<b>NIGP Class:</b> 920	1	EA	\$358.97	10/13/2020	10/12/2021	\$358.97
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**NIGP Item:** 45  
**Object Class:** 276  
**Reimbursement Type:** Not Reimbursable  
**Notes:** ORG CODE: 0490  
 PARKING & SPECIAL EVENTS

Premier Support 15% of Recurring Fees (15%  
 of  
 List Price per \$100 of List License Fees)  
 DocuSign, Inc. - APT-0075  
 Part No. APT-0075-679

<b>NIGP Class:</b> 920	200	EACH	\$0.54	10/13/2020	10/12/2021	\$108.00
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**NIGP Item:** 45  
**Object Class:** 276  
**Reimbursement Type:** Not Reimbursable  
**Notes:** ORG CODE: 0441  
 FMO

Premier Support 15% of Recurring Fees (15% of	500	EA	\$0.54	10/13/2020	10/12/2021	\$270.00
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List Price per \$100 of List License Fees)  
DocuSign, Inc. - APT-0075  
Part No. APT-0075-679

**NIGP Class:** 920  
**NIGP Item:** 45  
**Object Class:** 276  
**Reimbursement Type:** Not Reimbursable  
**Notes:** ORG CODE: 0115  
LEGAL

Premier Support 15% of Recurring Fees (15%  
of  
List Price per \$100 of List License Fees)  
DocuSign, Inc. - APT-0075  
Part No. APT-0075-679

<b>NIGP Class:</b> 920	100	EA	\$0.53	10/13/2020	10/12/2021	\$53.00
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**NIGP Item:** 45  
**Object Class:** 276  
**Reimbursement Type:** Not Reimbursable  
**Notes:** ORG CODE: 0603  
IT

Premier Support 15% of Recurring Fees (15%  
of  
List Price per \$100 of List License Fees)  
DocuSign, Inc. - APT-0075  
Part No. APT-0075-679

<b>NIGP Class:</b> 920	100	EA	\$0.53	10/13/2020	10/12/2021	\$53.00
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**NIGP Item:** 45  
**Object Class:** 276  
**Reimbursement Type:** Not Reimbursable  
**Notes:** ORG CODE: 0804  
LEASING

Premier Support 15% of Recurring Fees (15%  
of  
List Price per \$100 of List License Fees)  
DocuSign, Inc. - APT-0075  
Part No. APT-0075-679

<b>NIGP Class:</b> 920	300	EA	\$0.53	10/13/2020	10/12/2021	\$159.00
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**NIGP Item:** 45  
**Object Class:** 276  
**Reimbursement Type:** Not Reimbursable  
**Notes:** ORG CODE: 0104  
RISK MANAGEMENT

<b>NIGP Class:</b> 920	100	EA	\$0.54	10/13/2020	10/12/2021	\$54.00
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Premier Support 15% of Recurring Fees (15%  
of  
List Price per \$100 of List License Fees)  
DocuSign, Inc. - APT-0075  
Part No. APT-0075-679

**NIGP Class:** 920  
**NIGP Item:** 45

**Object Class:** 276  
**Reimbursement Type:** Not Reimbursable  
**Notes:** ORG CODE: 0207  
 PROCUREMENT

Premier Support 15% of Recurring Fees (15% of List Price per \$100 of List License Fees)  
 DocuSign, Inc. - APT-0075  
 Part No. APT-0075-679

<b>NIGP Class:</b> 920	100	EA	\$0.53	10/13/2020	10/12/2021	\$53.00
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**NIGP Item:** 45  
**Object Class:** 276  
**Reimbursement Type:** Not Reimbursable  
**Notes:** ORG CODE: 0490  
 PARKING & SPECIAL EVENTS

Correction for PO Total due to partial cents cost of Premier Support.

**NIGP Class:** 920  
**NIGP Item:** 45  
**Object Class:** 276

<b>Reimbursement Type:</b> Not Reimbursable <b>Notes:</b> Note to Budget: Encumber as follows:	1	Correction	(\$0.16)			(\$0.16)
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- 0802 - \$8668.55
- 0441 - \$825.57
- 0115 - \$2063.94
- 0603 - 412.78
- 0804 - 412.78
- 0104 - \$1238.38
- 0207 - \$412.78
- 0490 - \$412.78

**Grand Total \$14,447.56**

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 Design and Construction
<b>Program</b>	Facilities Design and Construction
<b>Phone</b>	5129362900
<b>Org Code</b>	0802 - Project Management
<b>Type of Purchase/PCC Code</b>	'I' DIR Contract Non-Bulk Purchase
<b>Work Order Number</b>	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: \_\_\_\_\_

Gamino Jr, Rico - CTCM, CTPM, 5129363567

**(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.

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