



PURCHASE ORDER

PO Number:

Order Date: 9/9/2015

Requisition Number:

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

Referenced Source or Vendor

Show numbers on all papers and packages

14215621559
 NAT ASSOC OF STATE AGENCIES FOR SURPLUS PROPERTY
 NASASP TREASURER
 PO BOX 2134
 JEFFERSON CITY, MO 65102-2134
 Marilyn Trachsel
 Phone:(573) 634-6021, Fax:(573) 751-1264
marilyn.trachsel@nasasp.org

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|--------------------|--|
| Description | FY 2016 Annual membership dues for the National Association of State Agencies for Surplus Property. TFC Contact: Kristy Fierro, 512-463-3458 |
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Line Items

| Description | Qty | Unit | Unit Price | Start Date | End Date | Total |
|--|-----|------|------------|------------|-----------|-----------------|
| ANNUAL MEMBERSHIP DUES FOR NATIONAL ASSOCIATION OF STATE AGENCIES FOR SURPLUS PROPERTY. FISCAL: Funding to be split between org codes 0316, 0317 and 0319. NIGP Class: 963 NIGP Item: 48 Object Class: 201 Reimbursement Type: Not Reimburseable Notes: Notes: Funding to be split between org codes 0316, 0317 and 0319. | 1 | Year | \$700.00 | 9/1/2015 | 8/31/2016 | \$700.00 |
| Grand Total | | | | | | \$700.00 |

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.)

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|----------------------------------|--------------------------------------|
| Agency | TFC |
| Fiscal Year | 2016 |
| Division | Executive |
| Program | Surplus Property - Federal/State |
| Phone | 5124633458 |
| Org Code | 0316 - F S P - Austin Warehouse |
| Type of Purchase/PCC Code | Services Purchase \$5000 or less - E |
| 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: _____
Gamino Jr, Rico - 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 Chapter20, Title 122A, Revised Civil Statutes of Texas, for purchase of tangible personal property described in this number order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas

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