



## PURCHASE ORDER

**PO Number:****Order Date:** 1/26/2016*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](mailto:accountspayable@tfc.state.tx.us)

Delivery Location

Referenced Source or Vendor

--Select--

Texas Parks and Wildlife Department (TPWD)  
 San Marcos, TX

**Show numbers on all papers and packages**

16116966041  
 San Marcos Daily Record  
 PO Box 1109  
 San Marcos, TX 78667  
 Ronda Young  
 Phone:512-392-2458 x223, Fax:  
[ryoung@sanmarcosrecord.com](mailto:ryoung@sanmarcosrecord.com)

<b>Description</b>	<p>Legal Notice for RFP#303-7-20542 in San Marcos, Texas - San Marcos Daily Record</p> <p>TFC Contact:          Evelyn Esquivel @ (512) 463-6494</p> <p><b>**NOTE**</b>          Vendor must send tear sheet of the advertisement with invoice; payment cannot be made until both tear sheet and invoice are received.</p>

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Legal Notice - RFP #303-7-20542 Lease space requirement for the Texas Parks and Wildlife Department (TPWD), In San Marcos, Texas. Proposal deadline is February 24, 2016.						
Ad to run: Sunday, January 31, 2016 & Wednesday, February 3, 2016						
Referenced attached e-mail quote from Rhonda Young dated 1/26/16	1	EA	\$66.84	1/31/2016	2/3/2016	\$66.84
<b>NIGP Class:</b> 915						
<b>NIGP Item:</b> 71						

<b>Object Class:</b> 281 <b>Reimbursement Type:</b> Not Reimbursable							<b>Grand Total \$66.84</b>

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>	2016
<b>Division</b>	Planning and Real Estate Mgmt
<b>Program</b>	State Lease Program
<b>Phone</b>	5124636494
<b>Org Code</b>	0804 - Facilities Leasing
<b>Type of Purchase/PCC Code</b>	Services Purchase \$5000 or less - E
<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 - 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

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