



PURCHASE ORDER

PO Number:*Requisition Number:***Order Date:** 10/14/2016**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

Parking Garage R, Warehouse
 1706 San Jacinto Blvd.
 Austin, TX 78701

Show numbers on all papers and packages

Referenced Source or Vendor

17510154069
 POLLOCK PAPER DISTRIBUTORS
 1 POLLOCK PLACE
 GRAND PRAIRIE, TX 75050
 Tommy Wallis, Acct Manager-Gov & Edu
 Phone:972-337-2681, Fax:972-262-4737

Description	
Paper Towels	
SmartBuy PO No.: 17028222	
Term Contract: 640-A1	
TFC Contact: James Wooley (512) 463-3209 james.wooley@tfc.state.tx.us	

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Georgia Pacific 20389: Paper Towel, Multi-fold-White: 9.2 x 9.4: 4000/CS						
NIGP Class: 640 NIGP Item: 75 Object Class: 300 Reimbursement Type: Not Reimburseable Notes: Term Contract: 64075921003	180	CASE	\$19.54	10/14/2016	10/28/2016	\$3,517.20
Pallet Charge						

TFC Contact: James Wooley (512) 463-3209 james.wooley@tfc.state.tx.us NIGP Class: 640 NIGP Item: 75 Object Class: 300 Reimbursement Type: Not Reimbursable Notes: Term contract requires pallet charge for shipment. 60 cases per pallet. Not to exceed 3 pallets	3	EACH	\$10.00	10/14/2016	10/28/2016	\$30.00
Grand Total						\$3,547.20

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	2017
Division	Planning and Real Estate Mgmt
Program	Property Services
Phone	(512) 463-3209
Org Code	0451 - Custodial - Austin Day
Type of Purchase/PCC Code	Automated Term Contract - A
Work Order Number	stock

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: _____
Evans, Sarah - CTPM, 5123059269

(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

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