



PURCHASE ORDER

PO Number:303-8-0049

Requisition Number:303-8-00158

Order Date: 9/11/2017

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

Stephen F. Austin Building
 1700 N. Congress Ave.
 Austin, TX 78701

Show numbers on all papers and packages

Referenced Source or Vendor

13002862715
 Longhorn Blinds of Austin, LLC
 4201 S. Congress Ave
 Ste 312
 Austin, TX 78745
 Andrew Soto
 Phone:512-447-5496, Fax:512-707-7315
asoto@longhornblinds.com

Description Longhorn Blinds, SFA, WO 597573, Adam Busch

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Longhorn Blinds proposal dated 09/05/2017 to replace vertical blinds with horizontal blinds in suite 330 / 340, 3rd floor, SFA.	1	job	\$3,497.60	9/11/2017	11/30/2017	\$3,497.60

"Services performed under this agreement are not considered complete for purposes of payment until TFC, or its authorized designee, inspects and accepts the work performed by the vendor."

NIGP Class: 936
NIGP Item: 89
Object Class: 266

Reimbursement Type: Reimbursable
Notes: Funded by General Land Office (305)

Grand Total \$3,497.60

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	2018
Division	Facilities Design and Construction
Program	Minor Construction
Phone	5124633414
Org Code	0822 - Minor Construction
Type of Purchase/PCC Code	Services Purchase \$5000 or less - E
Work Order Number	597573

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: _____

Ehlert, Richard - CTPM, CTCM, 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 Chapter 20, 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...)