



PURCHASE ORDER

PO Number:

Requisition Number:

Order Date: 9/28/2017**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

--Select--

Show numbers on all papers and packages

Referenced Source or Vendor

33043043042008
 SPD - Comptroller of Public Accounts
 Attn: Budget and Internal Accounting
 PO Box 13186
 Austin, TX 78711-3186
 Phone:(512) 463-5355, Fax:
 ctp@cpa.texas.gov

Description	
SPD FISCAL YEAR KICK-OFF TRAINING	
Continuing Education for Procurement Staff	
TFC Contact: Richard Ehlert, 512-463-0209	
Sec. 771.003. AUTHORITY TO CONTRACT; EXCEPTIONS. (a) A state agency may agree or contract with another state agency for the provision of necessary and authorized services and resources. Exempt Purchase TGC 771 Interagency Agreement.	

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
SPD FISCAL YEAR KICK-OFF TRAINING						
RENAISSANCE AUSTIN HOTEL 9721 ARBORETUM BLVD						
Join us for full day of Contract Management and Procurement training. Topics will include a current Legislative Update, Oversight and Posting Requirements, Insurance, Common Contract Risk Assessments and much more. A complete	4	Attendees	\$80.00	10/23/2017	10/23/2017	\$320.00

agenda will be sent prior to the event. NIGP Class: 924 NIGP Item: 25 Object Class: 203 Reimbursement Type: Not Reimbursable							Grand Total	\$320.00
--	--	--	--	--	--	--	--------------------	-----------------

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.)

Agency	TFC
Fiscal Year	2018
Division	Finance
Program	Internal Procurement
Phone	5124630209
Org Code	0207 - Internal Procurement
Type of Purchase/PCC Code	Exempt With Specific Legal Citation - "-"
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: _____

(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

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