



PURCHASE ORDER

PO Number:

Requisition Number:

Order Date: 10/30/2017

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

Parking Garage R, Warehouse
 1706 San Jacinto Blvd.
 Attn: Rico Gamino, 512-936-3567
 Austin, TX 78701

Show numbers on all papers and packages

Referenced Source or Vendor

18004623007
 Alphagraphics
 TL Abbott Investments LLC DBA
 2714 WEST AVE
 SAN ANTONIO, TX 782012238
 Vincent Barrera
 Phone:210-344-5200, Fax:210-349-0505
state@presto-printing.com

Description	Business cards for HUB Assistant and Surplus Program Marketing Specialist 966-A1 Contract SmartBuy PO 18039297
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Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Business cards for Jacqueline S. Todd, HUB Assistant. Thermography Printing, 1 Color, 1 Side COLOR: Black QUANTITY: 500 Cards ARTWORK: TFC Black Seal SAMPLE: See Attached	1	Box (500)	\$37.50	10/30/2017	11/17/2017	\$37.50
NIGP Class: 966 NIGP Item: 07 Object Class: 273 Reimbursement Type: Not Reimburseable Notes: Charge to Org Code 0205						

Business Cards for Courtney Jackson Thermography Printing, 1 Color, 1 Side Quantity: 1000 Color: Black Artwork: TFC Black Seal Sample: See attached NIGP Class: 966 NIGP Item: 07 Object Class: 273 Reimbursement Type: Not Reimbursable Notes: Charge to Org Code 0316	1	Box (1000)	\$42.50	10/30/2017	11/17/2017	\$42.50
Black Ink On Second Side for Courtney Jackson's Cards Quantity: 1000 Sample: See attached NIGP Class: 966 NIGP Item: 07 Object Class: 273 Reimbursement Type: Not Reimbursable Notes: Charge to Org Code 0316	1	Box (1000)	\$12.00	10/30/2017	11/17/2017	\$12.00
Grand Total						\$92.00

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	HUB
Phone	5124637473
Org Code	0205 - H U B
Type of Purchase/PCC Code	Automated Term Contract - A
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, CTCM, 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

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