



PURCHASE ORDER

PO Number:*Requisition Number:***Order Date:** 11/8/2017**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

Tom C. Clark Building
 205 W. 14th Street
 6th Floor
 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	<p>TCC, WO 611725, Provide and Install Blinds for 6th Floor Elevator Lobby</p> <p>Pricing as per attached proposal dated 10/18/2017.</p> <p>TFC Contact: Terry Craddock, 512-463-2264</p> <p>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.</p>

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Provide all labor, materials, and equipment to install Mecho shades in the 6th floor elevator lobby as per attached proposal.						
NIGP Class: 936 NIGP Item: 89 Object Class: 266 Reimbursement Type: Reimbursable Notes: Funded by Office of Court Administration (212)	1	Job	\$2,988.78	11/8/2017	12/31/2017	\$2,988.78

							Grand Total \$2,988.78

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	5124632264
Org Code	0822 - Minor Construction
Type of Purchase/PCC Code	Services Purchase \$5000 or less - E
Work Order Number	611725

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

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