



PURCHASE ORDER

PO Number:*Requisition Number:***Order Date:** 5/11/2018**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: Jenny Ruiz, 512-463-2533
 Austin, TX 78701

Show numbers on all papers and packages

Referenced Source or Vendor

17430851307
 V-QUEST OFFICE MACHINES & SUPPLIES LTD
 4159 E STATE HIGHWAY 29 STE A
 GEORGETOWN, TX 786263810
 Tara Brown
 Phone:512-763-8800, Fax:512-763-8803
 tara@v-questtx.com

Description	<p>2018 Spot Bid Fair Award</p> <p>Pricing as per bid submitted at Spot Bid Fair held in Irving, TX on May 7-8, 2018.</p> <p>Part number as per submitted bid. No substitutions!</p> <p>TFC Contact: Jenny Ruiz, 512-936-3567</p>

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Magic Greener Tape, 3/4" x 900", 1" Core, 24 Rolls/Pack Item#: MMM 812-24P NIGP Class: 615 NIGP Item: 88 Object Class: 300 Reimbursement Type: Not Reimburseable	22	Pack	\$36.00	5/11/2018	5/18/2018	\$792.00
Self-Stick Note Pads, 3 x 3, Yellow, 100-Sheet, 12/Pack Item #: BSN 36612						

NIGP Class: 615 NIGP Item: 62 Object Class: 300 Reimbursement Type: Not Reimbursable	50	Pack	\$1.92	5/11/2018	5/18/2018	\$96.00
MONO Correction Tape, 1/6" x 394", White Tape, 10/Pack Item #: TOM 68720 NIGP Class: 615 NIGP Item: 29 Object Class: 300 Reimbursement Type: Not Reimbursable	15	PKG	\$15.00	5/11/2018	5/18/2018	\$225.00
Smead Color File Folders, Letter Size, 1/3 Cut, Orange, Box Of 100 Item #: BSN 44105 NIGP Class: 615 NIGP Item: 45 Object Class: 300 Reimbursement Type: Not Reimbursable	3	Box	\$11.50	5/11/2018	5/18/2018	\$34.50
Mead Cambridge City Microfiber Trifold Padfolio, 12 5/8" x 10 5/8", Black Item #: 33688 NIGP Class: 615 NIGP Item: 65 Object Class: 300 Reimbursement Type: Not Reimbursable	65	Each	\$15.00	5/11/2018	5/18/2018	\$975.00
Side Bound Guided Business Notebook, Linen, Meeting Notes, 11 x 8 1/4, 80 Sheets Item #: MEA 06132 NIGP Class: 615 NIGP Item: 62 Object Class: 300 Reimbursement Type: Not Reimbursable	100	Each	\$5.45	5/11/2018	5/18/2018	\$545.00
HP 26A, (CF226A) Black Original LaserJet Toner Cartridge Item #: HP CF226A NIGP Class: 207 NIGP Item: 72 Object Class: 300 Reimbursement Type: Not Reimbursable	4	Each	\$89.95	5/11/2018	5/18/2018	\$359.80
ImageLast Laminating Pouches with UV Protection, 5mil, 11 1/2 x 9, 100/Pack Item #: FEL52040 NIGP Class: 665 NIGP Item: 42 Object Class: 300 Reimbursement Type: Not Reimbursable	20	PKG	\$28.00	5/11/2018	5/18/2018	\$560.00
Profile Elite Retractable Ballpoint Pen, Black Ink, Bold, Dozen Item #: PAP 1776372 NIGP Class: 620 NIGP Item: 80 Object Class: 300 Reimbursement Type: Not Reimbursable	50	Dozen	\$9.75	5/11/2018	5/18/2018	\$487.50
Profile Elite Retractable Ballpoint Pen, Blue Ink, Bold, Dozen Item # PAP 1776373						

NIGP Class: 620 NIGP Item: 80 Object Class: 300 Reimbursement Type: Not Reimbursable	30	Dozen	\$9.75	5/11/2018	5/18/2018	\$292.50
Sharpie Fine-Point Pens, 0.3 mm, Black Barrels, Black Ink, Pack Of 12 Item #: SAN 1742663 NIGP Class: 620 NIGP Item: 90 Object Class: 300 Reimbursement Type: Not Reimbursable	50	Dozen	\$12.50	5/11/2018	5/18/2018	\$625.00
Sharpie Fine-Point Pens, 0.3 mm, Black Barrels, Blue Ink, Pack Of 12 Item #: SAN 1742664 NIGP Class: 620 NIGP Item: 90 Object Class: 300 Reimbursement Type: Not Reimbursable	35	Dozen	\$12.50	5/11/2018	5/18/2018	\$437.50
Adding Machine/Calculator Roll, 16 lb, 2-1/4" x 150 ft, White, 12/Pack Item #: BSN 28650 NIGP Class: 615 NIGP Item: 03 Object Class: 300 Reimbursement Type: Not Reimbursable	8	Pack	\$4.75	5/11/2018	5/18/2018	\$38.00
Marker Board Eraser CLI LEO74500 NIGP Class: 785 NIGP Item: 57 Object Class: 300 Reimbursement Type: Not Reimbursable	15	Each	\$0.95	5/11/2018	5/18/2018	\$14.25
Wausau Paper Exact Index Card Stock, 90 lbs., 8-1/2 x 11, White, 250 Sheets/Pack Item #: WAU40311 NIGP Class: 645 NIGP Item: 31 Object Class: 300 Reimbursement Type: Not Reimbursable	5	EA	\$6.75	5/11/2018	5/18/2018	\$33.75
MousePad Pro Memory Foam Mouse Pad with Wrist Rest, 9 x 10 x 1, Black Item #: ASP 30203 NIGP Class: 204 NIGP Item: 68 Object Class: 300 Reimbursement Type: Not Reimbursable	20	Each	\$8.35	5/11/2018	5/18/2018	\$167.00
DVD/Cd Sleeves, 5"x5" square, White with clear window. 100/pack Item #: VER 49976 NIGP Class: 207 NIGP Item: 30 Object Class: 300 Reimbursement Type: Not Reimbursable	5	PKG	\$2.50	5/11/2018	5/18/2018	\$12.50
Grand Total						\$5,695.30

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	Legal
Program	Records Management
Phone	5124632533
Org Code	0216 - Office Supply Allocations
Type of Purchase/PCC Code	Commodity Purchase \$5000.01 thru \$25000 - F
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

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