



# PURCHASE ORDER

**PO Number:303-9-0079**

*Requisition Number:303-9-00261*

**Order Date:** 9/18/2018

**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](mailto: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  
TL ABBOTT INVESTMENTS LLC  
DBA ALPHAGRAPHICS  
2714 WEST AVE  
SAN ANTONIO, TX 782012238  
Vincent Barrera  
Phone:210-344-5200, Fax:210-349-0505  
[state@presto-printing.com](mailto:state@presto-printing.com)

Business Cards for New HR Employee  
966-A1 Term Contract  
SmartBuy PO 19001372  
Proof required before production. Send proof to [rico.gamino@tfc.state.tx.us](mailto:rico.gamino@tfc.state.tx.us)

**Description**

TFC Contact:  
Rico Gamino, 512-936-3567  
[rico.gamino@tfc.state.tx.us](mailto:rico.gamino@tfc.state.tx.us)

**Line Items**

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Business Cards for Emeterio Amaya	1	Box (1000)	\$52.50	9/18/2018	10/5/2018	\$52.50
Thermography Printing, 2 Colors, 1 Side QUANTITY: 1000 COLORS: Black and Gold						

ARTWORK: TFC Gold Seal  
SAMPLE: See Attached

**NIGP Class:** 966  
**NIGP Item:** 07  
**Object Class:** 273  
**Reimbursement Type:** Not Reimbursable

**Grand Total \$52.50**

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.)

<b>Agency</b>	TFC
<b>Fiscal Year</b>	2019
<b>Division</b>	Executive
<b>Program</b>	Human Resources
<b>Phone</b>	5124631717
<b>Org Code</b>	0602 - Human Resources Office
<b>Type of Purchase/PCC Code</b>	'A' Purchases as Automated Term Contracts using TxSmartBuy
<b>Work Order Number</b>	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

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