



## PURCHASE ORDER

**PO Number:303-9-0147**

Requisition Number:303-9-00426

**Order Date: 10/10/2018**

**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.  
 Austin, TX 78701

**Show numbers on all papers and packages**

**Referenced Source or Vendor**

17425978313  
 AAA FIRE AND SAFETY EQUIP CO  
 6700 Guadalupe St.  
 Austin, TX 78752  
 Tess Jimenez  
 Phone:512-451-4116, Fax:  
 aaafire@outlook.com

**Description** SFA-Add Two Extinguishers to the SFA 3rd Floor.

**Line Items**

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Architectural series white fire extinguisher cabinet.	2	ea	\$129.00	10/10/2018	11/10/2018	\$258.00

Org Code: 0442

Vendor: AAA  
 Vendor Contact Name: Tess  
 Vendor Phone Number: 512-451-4145  
 Vendor Email: aaafire@outlook.com  
 DeliveryAddress:

Requisition Amount: \$258.00

Building: SFA

Location: SFA

Justification: Life Safety

Funding: Not reimbursable

Oversight Responsibilities: Matt Groce 512-269-9003

**NIGP Class:** 340

**NIGP Item:** 08

**Object Class:** 334

**Reimbursement Type:** Not Reimbursable

**Grand Total \$258.00**

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.)

<b>Agency</b>	TFC
<b>Fiscal Year</b>	2019
<b>Division</b>	Planning and Real Estate Mgmt
<b>Program</b>	Property Management
<b>Phone</b>	5129362025
<b>Org Code</b>	0442 - Facility Maintenance
<b>Type of Purchase/PCC Code</b>	'E' Purchases of commodities/services when the total amount is between \$0.00 - \$5,000.00
<b>Work Order Number</b>	na

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: \_\_\_\_\_