



PURCHASE ORDER

PO Number: 303-9-0346

Requisition Number: 303-9-00856

Order Date: 12/17/2018

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: Tyland Faucette, 512-463-2533
Austin, TX 78701

Show numbers on all papers and packages

Referenced Source or Vendor

17426952606
PDME Inc
P D Morrison Enterprises Inc DBA
1120 Toro Grande Dr, Bldg. 2, Ste 208
Cedar Park, TX 78613-6974
Customer Service
Phone: 512-335-7173, Fax: 512-219-0901
service@pdme.com

Hanging File Frame and Box Bottom Hanging Files

Description Pricing as per attached screenprint.

TFC Contact:
Tyland Faucette, 512-463-2533

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Screw-Together Hanging Folder Frame, Legal Size, 23-26.77" Long	2	EA	\$2.95	12/17/2018	12/28/2018	\$5.90

Item #: UNV 18000

NIGP Class: 615

NIGP Item: 33

Object Class: 300
Reimbursement Type: Not Reimbursable
Notes: Workquest item not found
For Richard Glancey

Reinforced 2" Extra Capacity Hanging Folders, Legal,
Standard Green, 25/Box

SKU: PFX4153X2

NIGP Class: 615	1	BOX	\$23.52	12/17/2018	12/28/2018	\$23.52
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NIGP Item: 43

Object Class: 300

Reimbursement Type: Not Reimbursable

Notes: WorkQuest - Item not found.

For Lois Bingham

Grand Total \$29.42

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	2019
Division	Legal
Program	Records Management
Phone	5124632533
Org Code	0216 - Office Supply Allocations
Type of Purchase/PCC Code	'E' Purchases of commodities/services when the total amount is between \$0.00 - \$5,000.00
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

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