



PURCHASE ORDER

PO Number: 303-9-0598

Requisition Number: 303-9-01455

Order Date: 4/3/2019

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

Central Services Bldg
1711 San Jacinto Blvd.
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

Description Business Cards for Sonya Etheridge

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Business Cards for Sonya Etheridge. Standard Business Card – Black Only One Side – 1 box of 500 for \$37.50	1	box	\$37.50	4/3/2019	8/31/2019	\$37.50
NIGP Class: 966 NIGP Item: 07 Object Class: 273 Reimbursement Type: Not Reimbursable						
Freight	1	ea	\$10.50	4/3/2019	8/31/2019	\$10.50
NIGP Class: 962						

NIGP Item: 86
Object Class: 334
Reimbursement Type: Not Reimbursable
Notes:

Term Contract: 966 A-1

Primary Contact: Veronica Perez
(512) 463-7598

SmartBuy PO 19096938

Grand Total \$48.00

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.)

Agency	TFC
Fiscal Year	2019
Division	Internal Audit
Program	Internal Audit
Phone	5124637598
Org Code	0103 - Internal Audit
Type of Purchase/PCC Code	'A' Purchases as Automated Term Contracts using TxSmartBuy
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: _____

Gresham, Colin - CTPM, CTCM, 5129360647

(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 Chapter 20, 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

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