



PURCHASE ORDER

PO Number:303-9-0963

Requisition Number:303-9-02216

Order Date: 7/22/2019

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

Parking Garage R, Warehouse
 1706 San Jacinto Blvd.
 ATTN: Morningstar Roldan
 Austin, TX 78701

Show numbers on all papers and packages

Referenced Source or Vendor

12086727000
 Cheatham and Associate Corp
 15851 Dallas Pkwy
 Suite 600
 Addison, TX 75001
 Keith Cheatham
 Phone:817-658-9820, Fax:
 kcheatham@zoho.com

Specialized lanyards for DSHS campus per DPS security assessment

Reference attached quote

Description

TFC Contact:
 Morningstar Roldan
 (512) 463-1878

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
SlimReel Silkscreen Lanyard/Badge reel system. Dimensions: 1.25"x1.6875". Cord length: 28". CPN: 555171746 Size: 3/8" x 36"	2500	EA	\$1.74	7/22/2019	8/31/2019	\$4,350.00

Asking for black lanyards with white, single-side silk printed with DSHS logo and lettering. See attached artwork.

NIGP Class: 450

NIGP Item: 66

Object Class: 300

Reimbursement Type: HB3042

\$48.00 silkscreen print set up fee

NIGP Class: 450

NIGP Item: 66

Object Class: 300

Reimbursement Type: HB3042

1	LOT	\$48.00	7/22/2019	8/31/2019	\$48.00
---	-----	---------	-----------	-----------	---------

Grand Total \$4,398.00

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	Planning and Real Estate Mgmt
Program	Property Management
Phone	5124631878
Org Code	0442 - Facility Maintenance
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: _____
Moran, David - CTCD, CTCM, 5124631879

(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

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