



Sales Tax Exemption

Texas A&M University is exempt from state and municipal sales taxes under Chapter 20 Title 122A, revised Civil Statutes of Texas, for all purchases made for the exclusive use of Texas A&M.

The laws of the State of Texas shall govern this Purchase Order.

Purchase Order		
Purchase Order Date	PO/Reference No.	Revision No.
May 4, 2017	AB0308056	0
Contact instructions for questions regarding this Purchase Order: Please contact the Buyer if Buyer contact information is present. Otherwise, contact the Customer.		
Buyer Contact:		
Buyer	Buyer Email	Buyer Phone Number
cco - Oberg, Clyde	co@tamu.edu	979.845.1042
Customer Contact:		
Name:	Shelly Dever	
Email:	sdever@library.tamu.edu	
Phone:	+1 (979) 458-4071	

Order acceptance instructions:

Vendor guarantees that the products delivered or the services performed as a result of this Purchase Order will meet or exceed all specifications herein. Any exceptions to the pricing or the description contained herein must be approved by Texas A&M’s Department of Procurement Services prior to shipping.

Supplier Information		Delivery Information	
Supplier Name	WHITTEN & PROCTOR FINE ART CONSERVATION INC	Delivery Address Texas A&M University Attn TAMU Libraries Evans Library Annex-Receiving Dept 400 Spence St 5000 TAMU College Station, TX 77843-5000 United States	
Address	1236 STUDEWOOD ST HOUSTON, TX 77008 US	Delivery Information Required Delivery Date Ship Via	
Phone	+1 (713) 426-0191	Best Carrier-Best Way	
FOB / FREIGHT	Destination		
Pre-Pay & Add	No		
Payment Terms	0, Net 30		
Contract Number - Header	no value		
Contract Number - Line	no value		
Quote number			

Notes to Supplier			
Shipping Instructions			
Note to Supplier		TAMU is selecting the Painting Treatment only. Coordinate all efforts on this project with Jeanne Goodman at 979-845-8157	
Attachments for supplier			
Conservation Vendor Requirements Paintings.pdf			
Whitten and Proctor Examination Report and Proposal.pdf			
PO Clauses			
Header	001	No Collect Freight Charges Accepted	Neither COD nor "Collect" freight or handling charges will be accepted.
	113	FOB / FREIGHT	FOB Destination, Freight Prepaid and Allowed
	242	Equal Opportunity for Qualified Individuals	This contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 1	Art Conservation-Examination Report and Proposal	na	EA	17,800.00	1 EA	17,800.00

				USD		USD
External Note	1. The conditions will be documented with digital images and a written report. 2. The reverse will be gently vacuumed to remove dust. 3. The surface will be cleaned with an aqueous mixture. 4. The dark line in the sky will be evened-out using solvents applied with cotton swabs. 5. The numerous losses that are deep enough to be filled, will be filled with reversible putty. 6. High fills will be improved if possible down the center of the woman. 7. The painting will be varnished to isolate the fills and saturate the image. 8. Losses will be toned in the figure of the woman and all around her. 9. The line down the center and the missing dabs of yellow that were cleaned away in the top right in an earlier treatment will be retouched as is possible. 10. A final varnish will be applied. 11. A backing with a polyester batting insert will be attached to dampen movement of the canvas in transit and to slow down environmental fluctuations.					
Total				17,800.00 USD		
Billing Information			Billing Address			
To assure timely payment please e-mail invoices to invoices@tamu.edu. If email is not an option then submit invoices to the billing address indicated in the "Billing Address" section. To inquire about electronic invoicing via CXML, CSV or PO flip through the supplier portal e-mail vendorhelp@tamu.edu. Invoice must include the PO/Reference number shown above.			Texas A&M University Financial Management Operations ATTN: Accounts Payable 750 Agronomy Road - Suite 3101 6000 TAMU College Station, TX 77843-6000 United States			