



## 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.
<b>Jun 8, 2017</b>	<b>AB0312807</b>	<b>original</b>
<b>Contact instructions for questions regarding this Purchase Order:</b> Please contact the Buyer if Buyer contact information is present. Otherwise, contact the Customer.		
<b>Buyer Contact:</b>		
<b>Buyer</b>	<b>Buyer Email</b>	<b>Buyer Phone Number</b>
paw - Winkler, Patty	p-winkler@tamu.edu	979.845.4556
<b>Customer Contact:</b>		
Name:	Susan Mitchell	
Email:	smitchell25@tamu.edu	
Phone:	+1 (979) 862-3696	

### 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	WITT/KIEFFER, FORD HADELMAN, LLOYD CORP	<b>Delivery Address</b>	
Address	2015 SPRING ROAD, SUITE #510 OAK BROOK, IL 60523 US	Texas A&M University	
FOB / FREIGHT	Destination	Attn:	Dr. Michael Benedik
Pre-Pay & Add	No	Office of the Provost	
Payment Terms	0, Net 30	Jack K. Williams Bldg.	
Contract Number - Header	<i>no value</i>	Room	100
Contract Number - Line	<i>no value</i>	1248 TAMU	
Quote number		College Station, TX 77843-1248	
		United States	
		<b>Delivery Information</b>	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

### Notes to Supplier

#### Shipping Instructions

Note to Supplier Executive Search Services as per TAMU Master Order C5535791 and attached fully executed engagement letter

Attachments for supplier

Witt Kieffer - VP Research search Signed Engagement Letter - 88863790.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	Professional fees related in the search for a new Vice President for Research.NOTE: Actual fees will depend on services rendered, total compensation may need adjustment upon conclusion.	N/A	LO	110,000.00 USD	1 LO	110,000.00 USD
Total <b>110,000.00 USD</b>						

Billing Information	Billing Address
<p>To assure timely payment please e-mail invoices to <a href="mailto:invoices@tamu.edu">invoices@tamu.edu</a>. 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 <a href="mailto:vendorhelp@tamu.edu">vendorhelp@tamu.edu</a>.</p> <p>Invoice must include the PO/Reference number shown above.</p>	<p>Texas A&amp;M University -Financial Mgmt Operations            ATTN: Accounts Payable            750 Agronomy Road - Suite 3101            6000 TAMU            Email invoices to <a href="mailto:invoices@tamu.edu">invoices@tamu.edu</a>            College Station, TX 77843-6000            United States</p>