



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.
Jul 7, 2017	AB0316534	original
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
paw - Winkler, Patty	p-winkler@tamu.edu	979.845.4556
Customer Contact:		
Name:	Patricia Winkler	
Email:	P-WINKLER@TAMU.EDU	
Phone:	+1 (979) 845-4556	

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	HBI OFFICE SOLUTIONS INC	Delivery Address	
Address	308 HWY 75 NORTH STE B HUNTSVILLE, TX 77320 US	Texas A&M University	
Phone	+1 (936) 295-4592	Attn	Jan Pfannstiel
Fax	+1 (936) 295-5264	TAMU Libraries	
FOB / FREIGHT	Destination	Evans Library Annex-	
Pre-Pay & Add	No	Receiving Dept	
Payment Terms	0, Net 30	400 Spence St	
Contract Number - Header	<i>no value</i>	5000 TAMU	
Contract Number - Line	<i>no value</i>	College Station, TX 77843-5000	
Quote number		United States	
		Delivery Information	
		Ship Via	Best Carrier-Best Way

Notes to Supplier

Shipping Instructions

Note to Supplier

Furnish and Install the following furniture for Phase 2 of the Evans Library Renovation Project as per the attached terms and conditions.

All installations shall be coordinated with Project Contact:

Jan Pfannstiel
jpfannst@library.tamu.edu
979-862-4762

Attachments for supplier

Installation Terms and Conditions.pdf

TAMU FFE SPECIFICATIONS - Phase 2 - Annex 4 LO.pdf

PO Clauses

Header 001 Neither COD nor "Collect" freight or handling charges will be accepted.

No Collect Freight Charges 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 18	Enwork TXMAS 12-710100 - LCL1PC-A-S-B - Impression Articulating Lectern with Base Cabinet	LT1	EA	1,489.59 USD	5 EA	7,447.95 USD
	Attachments for supplier Vendor HSP PO Language-self performing.doc HBI Quote 18732 Enwork TXMAS 12-710100.pdf HBI Quote 18616 updated 6-30-17.pdf					
	External Note PAR Requirements for Self-Performing as per the attached Required Delivery Date Jul 18, 2017					
2 of 18	Enwork TXMAS 12-710100 - TGL2460-A-B-S Sensation Base Credenza	ST3	EA	1,171.30 USD	4 EA	4,685.20 USD
	Required Delivery Date Jul 25, 2017					
3 of 18	Enwork TXMAS 12-710100 - Labor - Installation as per the attached terms and conditions	NA	LO	6,000.00 USD	1 LO	6,000.00 USD
	Required Delivery Date Jul 25, 2017					
4 of 18	Enwork TXMAS 12-710100 - Lam To Match - Laminate to Match Fee	NA	EA	700.00 USD	1 EA	700.00 USD
	Required Delivery Date Jul 18, 2017					
5 of 18	Enwork TXMAS 12-710100 - TXMAS Fee	NA	EA	539.34 USD	1 EA	539.34 USD
	Required Delivery Date Jul 25, 2017					
6 of 18	Enwork TXMAS 12-710100 - CR3060 Rectangle Top, Sq. Corners 30 x 60	T24PA	EA	928.97 USD	4 EA	3,715.88 USD
	Required Delivery Date Jul 25, 2017					
7 of 18	Enwork TXMAS 12-710100 - CR3060 - Rectangle Top, Sq. Corners 30 x 60, A WKST Edge Special Laminate 3mm Edge	T13P	EA	710.20 USD	32 EA	22,726.40 USD
	Required Delivery Date Jul 25, 2017					

8 of 18	WCT-C3037-32 - WCT Workspace ADA Single Computer Table with Monitor Garage	T33PA	EA	1,522.52 USD	7 EA	10,657.64 USD
	Required Delivery Date Jul 25, 2017					
9 of 18	WCT-C3072-3-29 - WCT Workspace Double Computer Table with Monitor Garage	T34P	EA	566.03 USD	55 EA	31,131.65 USD
	Required Delivery Date Jul 25, 2017					
10 of 18	4C - Set of 4 Locking Casters, Media Tech	T34P	SET	40.98 USD	55 SET	2,253.90 USD
	Required Delivery Date Jul 25, 2017					
11 of 18	ACUS-2P4U-120-B - ACUS-2P4U-120-B, Charge up Single Power Access, In-Surface, Flip up with (2) Power (2) USB Ports and 12' cord, Finish to be black	T34P	EA	191.08 USD	110 EA	21,018.80 USD
	Required Delivery Date Jul 25, 2017					
12 of 18	FMG-23 - Prived (2) Flipping Monitors Garage with Black Lid with Keyboard Tray actuated Release opening and positive latch	T34P	EA	798.09 USD	110 EA	87,789.90 USD
	Required Delivery Date Jul 25, 2017					
13 of 18	WCT-C3037-29-4C - WCT Workspace Single Computer Table with Monitor Garage	T33P	EA	1,448.31 USD	7 EA	10,138.17 USD
	Required Delivery Date					
14 of 18	Caster - Pack of 4 Locking Casters	T33PA	EA	40.98 USD	1 EA	40.98 USD
	Required Delivery Date					
15 of 18	Casters - Pack of 4 Locking Casters	T34	EA	40.98 USD	1 EA	40.98 USD
	Required Delivery Date					
16 of 18	Casters - Pack of 4 Locking Casters	T35P	EA	40.98 USD	7 EA	286.86 USD
	Required Delivery Date					
17 of 18	WWN36RDL - Waveworks, 36DIA Conference Top, Round, HPL, RIM Profile	T1	EA	352.10 USD	4 EA	1,408.40 USD
	Required Delivery Date					
18 of 18		T1	EA		4 EA	

	CBV2742U4AMS - Conference, Umbrella Base, Adj, Mobile, Platinum			670.74 USD		2,682.96 USD
	Required Delivery Date					
Total						213,265.01 USD

Billing Information	Billing Address
<p>To assure timely payment please e-mail invoices to the email provided in the bill to address. If the invoice is sent via email, please do not send a duplicate copy through the mail. Only 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 abvendorhelp@tamu.edu.</p> <p>Invoice must include the PO/Reference number shown above.</p>	<p>Texas A&M University-Accounts Payable ***Do Not Mail Invoices*** Email invoices to invoices@tamu.edu 750 Agronomy Road - Suite 3101 6000 TAMU College Station, TX 77843-6000 United States</p>