

AM02 - Texas A&M University

P.O. Date: 10/17/2016

Purchase Order

Purchase Order Number

AM02-17-P035388

SHOW THIS NUMBER ON ALL
PACKAGES, INVOICES AND
SHIPPING PAPERS.

V E N D O R	Vendor Number: 00059780 FIRST CLASS TOURS INC
	12703 EEX FWY HOUSTON, TX 77039

INVOICING VENDOR SHALL SUBMIT AN ITEMIZED INVOICE SHOWING PURCHASE ORDER NUMBER. IF YOUR INVOICE IS NOT PROCESSED AS INSTRUCTED, PAYMENT MAY BE DELAYED.

S H I P T O	ARCHITECTURE DEAN'S OFFICE Attn: Kevin Gustavus 979-845-4964 LANGFORD BLDG. A 202 3137 TAMU COLLEGE STATION, TX 778433137 US Email: business_office@arch.tamu.edu Phone: (979) 845-4971
	ATTN: FMO Accounts Payable 750 Agronomy Road - Suite 3101 6000 TAMU Attn: Email invoices to invoices@tamu.edu Attn: Do not mail invoice if sending via email College Station, TX 778436000 USA Email: invoices@tamu.edu Phone: (979) 845-8362

Please login to Buy A&M to retrieve attachments associated with the Purchase Order.

Solicitation (Bid) No.:

Payment Terms: Net 30
Shipping Terms: F.O.B., Destination
Freight Terms: Freight Allowed
Delivery Calendar Day(s) A.R.O.: 0

Item # 1

Renewal 1 of 4 Year Option.
(AB0292540)

Bus Charter Services for the following trips for the College of Architecture located on the College Station, TX campus.

All trips will require 10 charter buses, with the first departure at approximately 7:00 a.m. and last departure at approximately 8:00 a.m. All buses are to arrive in lot 100 (next to Reed Arena) by 6:30 a.m. for students to start boarding and drivers to obtain directions for each trip. All buses will return to lot 100 between 3:00 p.m. and 5:00 p.m. (depending on travel location).

Insurance Requirement:

The successful bidder will be required to provide proof of insurance in the amounts indicated in Attachment A, prior to providing charter service. The bidder will be held strictly liable for any damages to Texas A&M University and participating entities property occurring during service.

Submit Insurance Certificate to:

Texas A&M University
Procurement Services
Attn: Patty Winkler
PO Box 30013
College Station TX 77842-3013

(certificate on file with Procurement Services-certificate is valid until 9/30/17)

Renewal

This is renewal one (1) of a four (4) year option. This agreement may be renewed for an additional three (3) years, one (1) year at a time, if mutually agreed upon by both parties with all terms and conditions remaining firm.

If the renewal option is exercised, the awarded vendor may increase their contract price to reflect increases in the cost of providing the service. Vendors must quote a price adjustment factor in terms of a maximum percentage increase for each extension period.

First Year: 2%
 Second Year: 3%
 Third Year: 5%
 Forth Year: 7%

Cancellation:

Upon award, any order is subject to cancellation, without penalty, either in whole or in part, if funds are not appropriated.

Texas A&M University reserves the right to immediate cancellation due to non-performance.

Texas A&M University reserves the right to cancellation with thirty (30) days written notice.

Payment Terms:

Payments shall be Net 30 days after receipt and acceptance of equipment and/or services.

Item # 2
 Class-Item 961-13

10 Charter Buses for field trips on Wednesday, November 16, 2016 to the following locations:

Houston, TX
 Austin, TX
 Elgin, TX
 Sugarland, TX
 Conroe, TX
 Cypress, TX
 Jewitt, TX

(Please note: trip locations are subject to change and if agreement is renewed, an updated listing of trip destinations will be provided upon renewal request.)

Pricing ranging from \$1,462.82 - \$1,928.12; depending on distance traveled. See attached quotes for detailed pricing

Quantity	Unit Price	UOM	Discount %	Total Discount Amt.	Tax Rate	Tax Amount	Freight	Total Cost
1.00	\$ 16,946.24	LOT	0.00 %	\$ 0.00		\$ 0.00	\$ 0.00	\$ 16,946.24

TAX:	\$ 0.00
FREIGHT:	\$ 0.00
TOTAL:	\$ 16,946.24

ANY EXCEPTIONS TO PRICING OR DESCRIPTION CONTAINED HEREIN MUST BE APPROVED BY THE TEXAS A&M UNIVERSITY AGENCY PROCUREMENT OFFICE PRIOR TO SHIPPING.

The State of Texas is Exempt from all Federal Excise Taxes.
State and City Sales Tax Exemption Certificate: The A&M System claims an exemption from taxes under Chapter 20, Title 122A Revised Civil Statutes of Texas for purchase of tangible personal property described in this order, purchased from Vendor listed above as this property is being secured for the exclusive use of the State of Texas.

FAILURE TO DELIVER: If the Vendor fails to deliver these supplies by the promised delivery date or a reasonable time thereafter, without giving acceptable reasons for delay, or if supplies are rejected for failure to meet specifications, the State reserves the right to purchase specified supplies and equipment elsewhere, and charge the increase in price and cost of handling to the Vendor. No substitution or cancellations permitted without prior approval of The Texas A&M University System.

THE TEXAS A&M UNIVERSITY SYSTEM TERMS AND CONDITIONS APPLY.

APPROVED

By: Patty Winkler

Email: p-winkler@tamu.edu

Phone#: (979) 845-4556

BUYER